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Description of document:	Five selected internal administrative periodic progress reports submitted to the National Endowment for the Humanities (NEH) on the National Digital Newspaper Program (NDNP), 2012-2013
Request date:	03-September-2013
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Source of document:	Freedom of Information Act Request National Endowment for the Humanities Freedom of Information Act Officer 400 7th Street SW, 4th Floor Washington DC 20506 NEH Online FOIA Request Form

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NATIONAL ENDOWMENT FOR THE
Humanities

OFFICE OF THE CHAIRMAN

SEP 18 2013

VIA ELECTRONIC MAIL

Re: Freedom of Information Act Request 13-33

As the National Endowment for the Humanities (NEH) official responsible for handling requests under the Freedom of Information Act (FOIA), I am responding to your electronic FOIA request received in this office on September 3, 2013.

You originally requested "an electronic/digital copy of each of the internal administrative periodic progress reports on the National Digital Newspaper Program during 2012 and 2013 to date." On September 9, 2013, you corresponded via e-mail with NEH's FOIA Requestor Service and limited your request to five reports in total (any five), which represent a sample of the approximately fifty performance reports NEH has collected from program grantees during the time period you specified.

The information you have requested is attached. If you wish to appeal this determination, please write to the Chairman, National Endowment for the Humanities, 1100 Pennsylvania Avenue, NW, Washington, DC 20506, no later than ten working days following your receipt of this letter. Your appeal rights are set out in the Code of Federal Regulations, at 45 C.F.R. § 1100.5. There is no fee for providing this information.

Sincerely,

Malcolm Richardson
Acting Chief FOIA Officer

Attachments

Semi-Annual Performance Report

Report ID: 104686

Application Number: PJ5007411

Project Director: Ann Jenks (ajenks@nd.gov)

Institution: State Historical Society of North Dakota

Reporting Period: 3/1/2012-8/31/2012

Report Due: 9/30/2012

Date Submitted: 9/19/2012

NDNP Awardee Interim Performance Report

(March 1, 2012—August 31, 2012)

NEH Award Number: PJ-50074-11

NDNP State: North Dakota

Submitted By: State Historical Society of North Dakota (SHSND): Ann Jenks, Shane Molander

Minnesota Historical Society (MHS): Jennifer Jones, Jane Wong, Anne Levin

Report Date: September 20, 2012

INTERIM PERFORMANCE REPORT NARRATIVE

1. Describe any changes that you have made or that you anticipate making in the project work plan or methodology from the award proposal submitted to the competition.

- Changes for SHSND and MHS are noted below and in an updated Milestones and Deliverables table and Production Schedule provided at the end of this report.
- MHS: The Production Schedule has been revised.
    - Number of Batches: Initially MHS had estimated there would be 20 batches to account for the 100,000 pages – this was based on MHS's previous experience with its own microfilm. However, there were two differences with North Dakota microfilm that have changed the overall batch estimate to 12 total batches. North Dakota microfilm is 2B (2 pages/frame), thus reels have a higher page count (compared to MHS reels, primarily filmed in 1A, 1 page/frame). Additionally, North Dakota film was generally filmed at a higher reduction ratio such that the digitized files are smaller and more pages fit into a batch on a 500 GB hard drive. Once we received batches from the vendor with the higher pages counts, the production schedule was revised to account for the increased batch capacity.
    - Schedule of Delivery: There are now 12 batches slated for delivery to the Library of Congress (LC) instead of 20. The digitization vendor has produced the sample and 7 full batches and MHS has delivered the sample and 5 batches to LC from March to August 2012. LC approved the sample batch March 27, 2012 and the first batch was shipped to LC on May 29, 2012. As of August 31, 2012, LC had not yet completed its review of or approved the first 5 batches. Because of this delay, we do not want to be too far ahead of LC in case there are any concerns with the 5 batches already delivered, and so we have requested that the vendor hold production of the 5 remaining batches until later this fall. Additionally, we are at a good holding point in that the batches the vendor has delivered comprise the first major newspaper, *The Bismarck Tribune* (and its related titles). MHS staff is proceeding with film review and data collection for the 4 new North Dakota titles to provide to the vendor for resumed batch production.

2. Please describe any selection or film acquisition/evaluation activities during the performance period.

- SHSND:

The Advisory Board met February 29, 2012 to select titles for the remaining 40,000 pages for the project. Titles were selected based on completeness of issues for the time period and quality of film, regional representation across the state, and strength of local and county wide content. Titles selected are:

Jamestown Weekly Alert, 1882-1904

Ward County Independent (Minot), 1903-1921

Weekly Times Record (Valley City), 1912-1922

Williston Graphic, 1895-1898, 1902-1919

- The microfilm for the titles selected were checked for resolution, density, and number of missing issues.
- The master microfilm was transferred to Northern Micrographics June 18, 2012

3. Describe any specific award activities that have taken place between collaborating institutions in your state.

- The State Historical Society of North Dakota (SHSND) is the North Dakota NDNP awardee and the Minnesota Historical Society (MHS) is its technical partner/subcontractor for conversion and digitization.
    - Consultations on various aspects of project have been primarily conducted through email.
    - Transfer of master microfilm to vendor Northern Micrographics and positive microfilm for film review to Minnesota Historical Society was made on June 18, 2012.
- At this time there are no collaborating activities with other North Dakota institutions.

4. Describe specifically your progress in conversion and/or vendor selection (attach documentation as desired).

- SHSND has delivered master microfilm for all selected titles to the digitization vendor Northern Micrographics. Additionally, SHSND has prepared positive use microfilm for all selected titles and delivered those reels to the Minnesota Historical Society to use in the microfilm review and metadata collection process.
- The vendor Northern Micrographics is proceeding with creating duplicate negatives, scanning and batch production and as of August 2012 has completed almost 60% of the batch production (~58,900 pages).
- During initial stages of scanning and batch production, it was found that North Dakota microfilm used month targets and had many blank (non-newspaper) targets/pages filmed – from 20 to 60 per reel. After consultation with LC, SHSND, and the vendor, the decision was made that these would not be delivered in the batches within the reel folders – which meets with NDNP specifications. This will allow for a fuller complement of newspaper content pages to be delivered. There will be some production costs from the scanning and work to remove these pages from the batches, but the end result will be more North Dakota news represented on Chronicling America.

- MHS is proceeding with microfilm review and metadata collection. Microfilm review of the first set reels for *The Bismarck Tribune* and related titles is complete – this comprises almost 60% of the reels for the 2011-2013 digitization period. Film review has started with the remaining microfilm for the new set of 4 North Dakota city newspapers.

5. Do you have any questions or comments regarding the use of the tools provided by LC (Digital Viewer Validation)?

- There are no questions at this time.

6. Provide an update on your planned schedule for delivery of digital assets to the NDNP repository. Include anticipated number of files to be delivered and planned means of delivery or transfer. (Keep in mind the delivery deadlines noted in the Cooperative Agreement Document, but also take into consideration your own resources and workflow plans. LC requests that you plan to deliver new data monthly, with one batch per hard drive. Batches that have been submitted and require rework should be shipped to LC as soon as fixes are complete (send more than one hard drive at a time, if needed).

- MHS: As noted earlier in question #1, the schedule for delivery has been revised in relation to a smaller number of batches needed to reach 100,000 pages and to allow time for feedback from the Library of Congress as it reviews the 5 batches delivered to date. An updated Production Schedule is provided at the end of this report.
    - Batches continue to be delivered on 500 GB hard drives. The combination of SHSND's 2B microfilm and the reduction ratios used in microfilming are such that more pages will fit on a hard drive than initially expected, thus fewer batches are needed.
    - Through August 2012, 5 batches (~ 42,500 pages) have been delivered to LC. Another 2 batches (~16,400 pages) are at MHS for QC review prior to shipment to LC. The remaining production is estimated to be 5 batches, though a sixth batch may be needed depending how the pages fit onto the hard drives.
    - MHS has adjusted the production schedule to allow for delivery of one batch per month. Additionally MHS has asked the vendor to hold production of additional batches until November, to allow LC more time to review the first set of delivered batches and provide any feedback. There are 7 batches left to deliver to LC (two of these are at MHS) which will be spaced out for delivery in the remaining months of the cycle. Even with the current hold on production, it is planned that the final batch will be delivered to LC in the spring and there will be a few months at the end of the cycle held open in case an additional batch is needed or any rework is requested by LC.
    - The fourth batch shipped to the Library of Congress was delivered to the wrong address by UPS and UPS was unable to recover the package. MHS staff has downloaded a copy of the batch from the MHS server and shipped the replacement batch to the Library of Congress.

7. State briefly the status of any other digitized newspaper activities in your or collaborating partners' institutions (non-NDNP-funded).

- SHSND: none at this time

- MHS:
    - MHS continues development of its Newspaper Management System for ingest and access of current newspaper publisher PDFs. This system is also designed to host historic newspapers digitized for the NDNP or other projects. The client and access tool are in place and testing is under way internally. Once testing is complete, external testing of the system will take place. MHS has been able to share the Access Tool in its development phase with current and potential partners.
    - MHS continues to be a technical subcontractor for SELCO (Southeastern Libraries Cooperating), a 13 library consortium from southeastern Minnesota, to digitize historic southeastern Minnesota newspaper titles selected by their committee from MHS microfilm.
    - MHS continues to work with U.S. and Swedish partners on the Swedish-American Newspaper Project which will digitize and make accessible Swedish language newspapers published in the United States. The first phase encompasses the newspaper digitization and is currently in process by the Swedish partners. The partners are preparing a proposal in which MHS will develop an ingest and access platform and website to host the digitized newspapers. This will be modeled on MHS's Newspaper Management System, but will also offer additional resources tailored to the Swedish language content.
    - MHS is beginning internal projects to digitize newspapers from its extensive Minnesota newspaper collection.

8. Please provide copies of or URLs for any public presentations or publications on topics related to your participation in NDNP (or describe future plans for such).

- SHSND: An article about the project by Shane Molander will appear in the next issue of the State Historical Society newsletter, *Plains Talk* http://history.nd.gov/publications/plainstalk.html

- MHS:
    - Jennifer Jones made a presentation to the Minnesota Digital Library 10th Annual Meeting, June 18, 2012, on Minnesota Historical Society Newspaper Projects including the NDNP.
    - In October 2012, Jane Wong will make a presentation on MHS newspaper digitization projects and highlighting the NDNP to the Minnesota Library Association's 2012 Annual Conference.
    - Jane Wong will present an Experience Talk on Contracts and Partnerships, focusing on partnership contracting considerations between a new awardee and a technical partner, at the 2012 NDNP Annual Meeting in Washington, D.C. on September 27, 2012.

9. Describe any follow-up issues or questions you would like convey to the NDNP program committee.

- SHSND: Will the end dates for the NDNP be extended in the future to include more of the 1920s?
- MHS: We continue to enjoy working with the State Historical Society of North Dakota and learning more about North Dakota newspapers and history during the film review, digitization and batch QC processes. Working with our vendor Northern Micrographics continues to be a positive

experience through their interest in the NDNP projects and concern and care in producing high quality products.

See following pages for Milestones and Deliverables and Production Schedule

Please submit to NEH via e-GMS with a copy to ndnptech@loc.gov, by September 30, 2012.

North Dakota NDNP -- State Historical Society of North Dakota

Milestones and Deliverables -- November 2011, Revised September 2012

State Historical Society of North Dakota (SHSND) -- Awardee

Minnesota Historical Society (MHS)-- Technical sub-contractor

Based on ND Application/Narrative and updated with Timeline and Cooperative Agreement Dates

Sept. 2012: New or changed entries preceded by asterisk; status and notes added

Milestones and Deliverables	Deliverable Due Dates	Status	Notes
July – August 2011			
Awards announced end of July 2011		X	
SHSND and MHS: Attend Annual NDNP conference at NEH and LC	**Aug. 29-31, 2011**	X	
September – December 2011			
Awards begin	**September 1, 2011**		
SHSND and MHS: Work with Library of Congress and NEH		X	
SHSND: Schedule advisory board meeting		X	
SHSND: Research and prepare selection materials/briefing book for advisory board		X	
SHSND: Hold advisory board meeting; select newspaper titles		X	1st set of titles selected; info to NEH 10/5/2011
MHS: Develop RFP and specifications for digitization vendor		n/a	able to continue contract with existing vendor
MHS: Select vendor and negotiate contract		X	
SHSND and MHS: Evaluate microfilm quality/completeness		X	
MHS: Transfer MHS masters of ND titles to Vendor for duplication/digitization		X	transferred masters 11/8/2011 for 1st set of titles to avoid winter weather
SHSND: Transfer use copies of microfilm to Minnesota Historical Society/masters to Vendor for duplication/digitization		X	
MHS: Establish quality control procedures for review of images and metadata		X	
MHS: Review microfilm and collect metadata		X	
SHSND and MHS: Workplan and Production Schedule due to NEH, LC	**November 30, 2011**	X	
MHS: Transfer Sample data to vendor for digitization		X	
January – March 2012			
MHS: Review microfilm and collect metadata		X	
MHS: Perform content and metadata quality control on sample batch		X	
*SHSND: Advisory Board meeting and selection of 2nd set of titles		X	
SHSND and MHS: Interim Report due to NEH, LC	**March 31, 2012**	X	
April – June 2012			
MHS: Sample batch (1 reel) due to LC	**April 1, 2012**	X	sample SHSND reel sent 2/9/2012

Milestones and Deliverables Cont'd	Deliverable Due Dates	Status	Notes
SHSND: Title Selection List due to NEH	**April 30, 2012**	X	SHSND sent 4/24/2012
SHSND: Hold advisory board meeting		n/a	Held previously
MHS: Review microfilm and collect metadata		X	
MHS: Perform content and metadata quality control on batches		X	
MHS: First batch due to LC; Transfer batches on monthly basis to LC		X	
SHSND: Research title essays; submit to NEH as titles/batches are delivered to LC	**approx 6/30/2012; ongoing**		
July – September 2012			
MHS: Review microfilm and collect metadata		X	
SHSND: Transfer use copies of microfilm to Minnesota Historical Society/masters to Vendor for duplication/digitization		X	Transferred in June 2012
MHS: Perform content and metadata quality control on batches		X	
MHS: Transfer batches on monthly basis to LC		X	
SHSND: Updates to CONSER newspaper records as needed		n/a	5/2/2012 email from Deb Thomas to SHSND – CONSER catalog records good – no changes suggested
SHSND: Research title essays; submit to NEH as completed			
***SHSND and MHS: Attend Annual NDNP conference at NEH and LC**	**September 26-28, 2012**		dates announced 2/23/2012
SHSND and MHS: Interim Report due to NEH, LC	**September 30, 2012**		
October – December 2012			
MHS: 25% of content (25,000 pages) due to LC	**October 1, 2012**		
SHSND: Hold advisory board meeting			
MHS: Review and collect metadata			
MHS: Perform content and metadata quality control on batches			
MHS: Transfer batches on monthly basis to LC			
SHSND: Research title essays; submit to NEH as completed			
January – March 2013			
SHSND and MHS: 2013-15 Award Applications due to NEH	**TBD January 2013**		
MHS: Review and collect metadata			
MHS: Perform content and metadata quality control on batches			
MHS: Transfer batches on monthly basis to LC			
SHSND: Research title essays; submit to NEH as completed			
SHSND and MHS: Interim Report due to NEH, LC	**March 31, 2013**		
April – June 2013			
SHSND: Hold advisory board meeting			
MHS: Perform content and metadata quality control on batches			

Milestones and Deliverables Cont'd	**Deliverable Due Dates**	**Status**	**Notes**
MHS: Transfer batches on monthly basis to LC			
SHSND: Research title essays; submit to NEH as completed			
SHSND: Updates to CONSER newspaper records as needed			
July – August 2013			
MHS: 100% of content (100,000 pages) due to LC	**August 31, 2013**		
SHSND: Submit final title essays to NEH			
MHS: Submit duplicate microfilm to LC **LC says to submit after all batches are approved by LC (depending on LC's schedule, this may be after Aug 31, 2013)*	***August 31, 2013**		
September 2013 –			
SHSND and MHS: *_if grant continues:_ Interim Report due to NEH, LC	**September 30, 2013**		
*SHSND and MHS: *if grant does not continue - Final Performance and Financial Reports due to NEH, LC*	*November 30, 2013*		
SHSND and MHS: Attend Annual NDNP conference at NEH and LC	**TBD September 2013**		

North Dakota NDNP 2011-13 -- Production Schedule (November 2011, Revised Sept. 2012)
Sept. 2012 update: dates slightly adjusted based on current # of batches to produce and timeframe of batch production

State Historical Society of North Dakota -- Awardee
Minnesota Historical Society -- Technical sub-contractor

**italized information is estimated*

Estimated Date (Rec'd from Vendor)	**Batch #**	**Est. Reels**	**Est. Pages**	**Batch Name**	**Titles Included**	**Estimated Date** (Ship to LC)	**Approved by LC**	**Notes**
1/13/2012	**2011-13 sample**	**1**	**1,104**	**Sample**	**Bismarck Weekly Tribune (1885-1887)**	**Feb 9, 2012**	**3/27/2012**	Sample is SHSND microfilm reel
4/24/2012	**1**	**8**	**6,089**	**Alamo**	**The Bismarck Tribune (1873-1875); Bismarck Weekly Tribune (1875-1878); Bismarck Tri-Weekly Tribune (1877-1878); Bismarck Tribune (1878-1884); Bismarck Daily Tribune (3/24/1884); Bismarck Weekly Tribune (1884-1889)**	**5/29/2012**		1st 6 reels are MHS masters, the other 2 are SHSND reels (incl. sample reel). *Verification says 12 reels due to multiple titles/lccns
5/9/2012	**2**	**8**	**8,983**	**Bisbee**	**Bismarck Weekly Tribune (1890-1896); Bismarck Daily Tribune (1900-1903)**	**7/1/2012**	**9/10/2012**	2nd batch continues SHSND reels
5/25/2012	**3**	**7**	**9,223**	**Cathay**	**Bismarck Daily Tribune (1904-1908)**	**7/16/2012**		
6/6/2012	**4**	**8**	**9,058**	**Drake**	**Bismarck Daily Tribune (1909-1912)**	**8/6/2012**		*UPS misdelivered; reshipped
7/18/2012	**5**	**9**	**9,112**	**Epping**	**Bismarck Daily Tribune (1912-1915)**	**8/8/2012**		
***40% of content delivered to LC**			***42,465***					
June 2012	**6**	**11**	**8,731**	**Fargo**	**Bismarck Daily Tribune (1916); The Bismarck Tribune (1916-1919)**	*Oct 2012*		
July 2012	**7**	**7**	**7,721**	**Grafton**	**The Bismarck Tribune (1919-June 1922)**	*Nov 2012*		*July-Dec 1922 reel did not fit in batch

Nov 2012	*8*	*7*	*9,120*	*Hazen*	*The Bismarck Tribune (July-Dec 1922); Jamestown Alert/Weekly Alert (1878-1898)*	*Dec 2012*		
Dec 2012	*9*	*11*	*9,300*	*Inkster*	*Jamestown Weekly Alert (1899-1904); Ward County Independent (1903-1910)*	*Jan 2013*		
Jan 2013	*10*	*10*	*9,230*	*Jud*	*Ward County Independent (1911-1920)*	*Feb 2013*		
Feb 2013	*11*	*9*	*9,000*	*Kensal*	*Ward County Independent (1921-1922); The Weekly times-record (Valley City) (1912-1922); Williston Graphic (1895-1902)*	*Mar 2013*		
Mar 2013	*12*	*6*	*8,300*	*Leeds*	*Williston Graphic (1903-1919)*	*Apr 2013*		
				Minot	****if needed****			
				Noonan				
				Oxbow				
2011-13 Grant Cycle	***Sub-Total***	***101***	***103,867***					

Semi-Annual Performance Report

Report ID: 103800

Application Number: PJ5004609

Project Director: Kate Boyd (boydkf@mailbox.sc.edu)

Institution: University of South Carolina Research Foundation

Reporting Period: 3/1/2012-8/31/2012

Report Due: 9/30/2012

Date Submitted: 9/17/2012

NDNP Awardee Interim Performance Report
(March 1, 2012—August 31, 2012)

NEH Award Number:	PJ-50085
NDNP State:	South Carolina
Submitted By:	Kate Boyd, Digital Collections Librarian, University Libraries, University of South Carolina (USC) Craig Keeney, Cataloging Librarian, South Caroliniana Library, USC Santi Thompson, South Carolina Digital Newspaper Program (SCDNP) Project Manager, USC Virginia Pierce, SCDNP Metadata and Outreach Specialist, USC
Report Date:	September 17, 2012

INTERIM PERFORMANCE REPORT NARRATIVE

1. Describe any changes that you have made or that you anticipate making in the project work plan or methodology from the award proposal submitted to the competition.

The metadata and outreach specialist and the project manager analyzed and created general, structural, and reel metadata for 63 reels of microfilm, which comprised four batches and approximately 38,000 images. During the performance period, the metadata and outreach specialist and project manager reviewed the following titles: *Easley messenger* [LCCN: sn93067656], *Edgefield advertiser* [LCCN: sn84026897], *Fairfield courier* [LCCN: sn92065578], *Fairfield herald* [LCCN: sn84026923], *Fairfield news and herald* [LCCN: 2012218613], *Newberry daily herald bulletin* [LCCN: 2012218731], *Newberry herald* [LCCN: sn84026909], *Newberry herald and news* [LCCN: sn93067777], *Newberry tri-weekly herald* [LCCN: sn86053216], *Newberry weekly herald* [LCCN: 2012218729], *Newberry weekly herald* [LCCN: 2012218730], *Pickens people's journal* [LCCN: sn93067634], *Pickens sentinel* [LCCN: sn84026913], *Pickens sentinel-journal* [LCCN: sn93067659], *Pickens sentinel-journal* [LCCN: 2012218673], *Pickens sentinel-journal* [LCCN: 2012218672], *Sumter banner* [LCCN: sn86053240], *Winnsboro daily news* [LCCN: sn92065574], *Winnsboro news and herald* [LCCN: 2012218612], *Winnsboro news and herald* [LCCN: sn86063744], *Winnsboro news and herald* [LCCN: sn93067705], and *Winnsboro tri-weekly news* [LCCN: sn84026922]. During the interim period, the project manager delivered four batches to LC and received notification in August 2012 that LC approved one batch. To track the progress with evaluating microfilm and the delivery of batches to LC, including dates of completion for each batch, please see Figure 1 on page 6 of this report.

2. Please describe any selection or film acquisition/evaluation activities during the performance period.

During film inspection, the project manager identified several title changes in the *Fairfield herald*, *Pickens sentinel*, and *Newberry herald*. The cataloging librarian worked with Vanessa Mitchell at LC to create new catalog records and edit the existing records to reflect the relationships between these new titles.

The newly created records are: *Fairfield news and herald* [LCCN: 2012218613], *Newberry daily herald bulletin* [LCCN: 2012218731], *Newberry weekly herald* [LCCN: 2012218729], *Newberry weekly herald* [LCCN: 2012218730], *Pickens sentinel-journal* [LCCN: 2012218673], *Pickens sentinel-journal* [LCCN: 2012218672], and *Winnsboro news and herald* [LCCN: 2012218612].

3. Describe any specific award activities that have taken place between collaborating institutions in your state.

In February 2012, SCDNP was awarded a $1,000 mini-grant by The Humanities Council of South Carolina (THCSC) to expand its promotion efforts. These funds have allowed the program to create a promotional poster titled "**South Carolina Digital Newspapers**" (see Appendix A) and, in collaboration with the South Carolina State Library, to distribute them to public libraries in each of South Carolina's 46 counties. The program has also used funds to create and distribute postcards to its upcoming outreach presentations (see Appendix B). In August, the program used the postcards to promote two presentations in which SCDNP presented to diverse audiences of genealogists, historians, and interested local citizens at Winthrop University's Louise Pettus Archives & Special Collections in Rock Hill, South Carolina and at Aiken County Public Library in Aiken, South Carolina.

4. Describe specifically your progress in conversion and/or vendor selection (attach documentation as desired).

The project manager and metadata and outreach specialist delivered four batches of microfilm and metadata (approximately 37,000 images) to the vendor, Apex/CoVantage, for digitization. For specific information on the number of images in each batch and their delivery dates, please see Figure 1 on page 6 of this report.

5. Do you have any questions or comments regarding the use of the tools provided by LC (Digital Viewer Validation)?

The project manager encountered no issues with the DVV during the interim performance period. Tonijala Penn continues to provide SCDNP staff with invaluable guidance.

6. Provide an update on your planned schedule for delivery of digital assets to the NDNP repository. Include anticipated number of files to be delivered and planned means of delivery or transfer. (Keep in mind the delivery deadlines noted in the Cooperative Agreement Document, but also take into consideration your own resources and workflow plans. LC requests that you plan to deliver new data monthly, with one batch per hard drive. Batches that have been submitted and require rework should be shipped to LC as soon as fixes are complete (send more than one hard drive at a time, if needed).

Beginning in May 2012, SCDNP staff began delivering one batch per month to LC and will continue to do so in the upcoming months. To date, they have submitted 37% of contents to LC, thus surpassing the goal of delivering 25% of contents before the October 1, 2012 deadline (see Figure 1). SCDNP anticipates that 100% of content will be delivered to LC, according to schedule, prior to the August 31, 2013 deadline.

7. State briefly the status of any other digitized newspaper activities in your or collaborating partners' institutions (non-NDNP-funded).

In the spring of 2012, the USC Office Of Student Media contacted the USC Digital Collections Librarian about digitizing the student newspaper, the *Columbia Gamecock* [LCCN: 2012218660]. USC Digital Collections is working with Apex/CoVantage to digitize 29 reels of newspapers on microfilm dating from 1908-1988. USC Digital Collections is interested in implementing the local instance of the Library of Congress Viewer in order to host the *Gamecock* locally. We hope that this will be the first of many non-NDNP titles we will be able to digitize and host locally in the future.

8. Please provide copies of or URLs for any public presentations or publications on topics related to your participation in NDNP (or describe future plans for such).

SCDNP staff members continued their efforts to promote SCDNP, NDNP, and Chronicling America. These public presentations involved giving background information, identifying program resources and community-specific newspaper titles, and demonstrating Chronicling America. The staff worked closely with the University Libraries' Special Events Coordinator to schedule presentations at public libraries across the state. During the interim performance period, the staff conducted 8 presentations, hosted 4 vendor tables at local conferences, and presented one online webinar. They reached approximately 475 people through these outreach events. For more information on the sites and groups visited, please see the "Professional Presentations and Vendor Table Outreach Events" list in this section. For press coverage of SCDNP during the interim performance period, see the "Media Coverage" list in this section.

Professional Presentations and Vendor Table Outreach Activities

Date	Event	Presentation	Presenters	Number of Attendees
2012-03-03	South Carolina Historical Association Annual Meeting, S.C. Department of Archives and History Columbia, S.C.	"New Resources for Historians: South Carolina Digital Newspaper Program"	Santi Thompson, Craig Keeney, & Virginia Pierce	23
2012-03-11	Tompkins Research Library, Edgefield Historical Genealogy Society, Edgefield, S.C.	"South Carolina Digital Newspaper Program"	Santi Thompson, Virginia Pierce, Kate Boyd	28
2012-03-15	Kelly Mill Middle School, Blythewood, S.C.	"Progressive Era topics (1900-1920s) in Chronicling America"	Ashley Knox & Virginia Pierce	Approximately 60 8th grade students
2012-03-17	South Carolina Press Association, 2012 Annual Meeting, Folly Beach, S.C.	Hosted a vendor table and spoke to press association members about the SCDNP	Santi Thompson & Virginia Pierce	5
2012-03-30	Free Webinar hosted by the SC State Library in partnership with the SC Digital Newspaper Program	"The Power of Digitization: The South Carolina Digital Newspaper Project" webinar, http://vimeo.com/39486118	Santi Thompson, Craig Keeney, Virginia Pierce, & Dr. Curtis Rogers (moderator)	37
2012-04-17	The Old Pendleton District Genealogy Society meeting, Central-Clemson Library, Central, S.C.	"South Carolina Digital Newspaper Program"	Santi Thompson, Craig Keeney, Virginia Pierce, Kate Boyd	33
2012-04-28	South Caroliniana Society, 2012 Annual Meeting, Columbia, S.C.	Hosted a table and spoke to South Caroliniana Society members about the SCDNP	Santi Thompson, Craig Keeney, & Virginia	35

			Pierce	
2012-05-15	Marlene and Nathan Addlestone Library, College of Charleston, Charleston, S.C.	"South Carolina Digital Newspaper Program"	Santi Thompson, Craig Keeney, & Virginia Pierce	22
2012-05-19 & 2012-05-20	2012 South Carolina Book Festival, Columbia Metropolitan Convention Center, Columbia, S.C.	Hosted a USC Libraries booth and spoke to members of the public about the SCDNP and Chronicling America	Kate Boyd & Virginia Pierce	Approximately 100 people
2012-05-19	2012 SC Book Festival, Columbia Metropolitan Convention Center, Columbia, S.C.	"South Carolina Digital Newspaper Program"	Kate Boyd & Virginia Pierce	6
2012-07-13 & 2012-07-14	South Carolina Genealogical Society, Inc., 40th Annual Summer Workshop, S.C. Department of Archives and History, Columbia, S.C.	Hosted a vendor table and spoke to genealogists about the SCDNP and Chronicling America	Santi Thompson & Virginia Pierce	Approximately 100 people
2012-08-09	Louise Pettus Archive & Special Collections, Winthrop University, Rock Hill, S.C.	"South Carolina Digital Newspaper Program"	Santi Thompson, Craig Keeney, Virginia Pierce, & Kate Boyd	25
2012-08-30	Aiken County Public Library, Aiken, S.C.	"South Carolina Digital Newspaper Program"	Santi Thompson, Craig Keeney, & Virginia Pierce	5

Media Coverage

Date	Title	Publication	Location/Link
2012-03-07	"Old Edgefield District Genealogical Society to Meet March 11 -- Digitizing S.C. Newspapers"	*The Edgefield Advertiser* (Edgefield, S.C.)	*The Edgefield Advertiser* (Edgefield, S.C.), page 1.
2012-08-06	"Library Project Brings Historic Newspapers to Life"	Winthrop University website (Rock Hill, S.C.)	http://www.winthrop.edu/news-events/article.aspx?id=25277
2012-08-07	"Winthrop event showcases Rock Hill Messenger, historic SC newspapers"	*Rock Hill Herald Online* (Rock Hill, S.C.)	http://www.heraldonline.com/2012/08/07/4170400/winthrop-event-showcases-rock.html

9. Describe any follow-up issues or questions you would like convey to the NDNP program committee.

The SCDNP staff continues to maintain the SCDNP website (http://library.sc.edu/digital/newspaper/index.html), LibGuide (http://guides.library.sc.edu/digitalnewspapers), and blog (http://library.sc.edu/blogs/newspaper). They also developed two brochures- one titled "South Carolina Digital Newspaper Program" (Appendix C) and another titled "Researching African-American History in Chronicling America"- to hand out at presentations (Appendix D).

Available statistics collected during this interim period indicate that an average of 1,190 users visit SCDNP program resources per month. The SCDNP website continues to attract an average of almost 900 visitors per month while the SCDNP LibGuide averages 200 visitors. Unfortunately, due to a switch over to Google Analytics from the previous statistics tracking software, we were only able to collect blog data for the month of August during this interim period. During the month of August, the SCDNP blog had approximately 750 visitors, consistent with statistics collected in previous interim periods. For further information on usage of the SCDNP website, LibGuide, and blog, please see Figure 2 on page 6.

The SCDNP has undergone a change in personnel. Santi Thompson, who had served as the project manager of the SC Digital Newspaper Program for the last 3 years, has accepted a position at the University of Houston Libraries. His last day was on August 30, 2012. Virginia Pierce was hired to replace Santi and will assume her new duties as project manager in mid-September 2012. It is anticipated that the metadata & outreach specialist position will be filled in mid-September as well.

Please submit to NEH via e-GMS with a copy to ndnptech@loc.gov, by September 30, 2012.

Batch Name	Version Number	Approximate Number of Images	Reel Evaluation Completed	Data Delivered to Vendor	Data and Images Validated	Data and Images Verified	Batches Delivered to LC
batch_scu_2011sample	1	N/A	2011-09-28	2011-09-30	2011-12-05	2011-12-12	2011-12-12
batch_scu_andersonpink	2	9,689	2011-11-08	2011-11-10	2012-04-21	2012-05-10	2012-05-11
batch_scu_babytate	1	9,153	2012-01-10	2012-01-12	2012-04-28	2012-06-14	2012-06-15
batch_scu_cootiestark	1	8,985	2012-03-28	2012-03-30	2012-06-01	2012-06-27	2012-06-28
batch_scu_drinksmall	1	9,694	2011-12-19	2012-04-18	2012-07-18	2012-08-21	2012-08-22
batch_scu_ettabaker	1	9,765	2012-04-25	2012-05-28	NC	NC	NC
batch_scu_floydcouncil	1	8,992	2012-07-17	2012-07-18	NC	NC	NC
batch_scu_garydavis	NC	NC	NC	NC	NC	NC	NC
batch_scu_henryjohnson	NC	NC	NC	NC	NC	NC	NC
batch_scu_idacox	NC	NC	NC	NC	NC	NC	NC
batch_scu_joshwhite	NC	NC	NC	NC	NC	NC	NC
batch_scu_kingjulius	NC	NC	NC	NC	NC	NC	NC
Total		**100,000**					**8/31/2013**

Figure 1: Chart showing Milestones for Batch Delivery to Library of Congress.

- Version Number: Current version of batch in operation
- Reel Evaluation Completed: Metadata Assistants inspect microfilm and create metadata for batch.
- Data Delivered to Vendor: Project Manager sends microfilm and metadata to vendor.
- Data and Images Validated: Vendor validates the xml and images created during the digitization process.
- Data and Images Verified: Project Manager verifies the images and xml created by the vendor.
- Batches Delivered to LC: Project Manager sends verified batch to Library of Congress.
- NC: Milestones that are not completed during the reported interim performance period.
- N/A: Data Not Available.

Month	**SCDNP Website**	**SCDNP LibGuide**	**SCDNP Blog**	**Total**
March	1,013	281	N/A	**1,294**
April	992	137	N/A	**1,129**
May	1,032	178	N/A	**1,210**
June	871	145	N/A	**1,016**
July	821	267	N/A	**1,088**
August	627	206	749	**1,410**
Average	**893**	**202**	**-**	**1,191**

Figure 2: Chart showing Usage Statistics of SCDNP Website, LibGuide, and Blog.

N/A: Data Not Available.

Appendix A: South Carolina Digital Newspapers poster created with grant funds provided by The Humanities Council of South Carolina.

The South Carolina Digital Newspaper Program (SCDNP), an initiative of the University of South Carolina Libraries, makes historic newspapers in South Carolina freely accessible and full-text searchable for the public. To date, SCDNP has digitized over 100,000 newspaper images from 1836 to 1922. Users can access these newspapers from *Chronicling America: Historic American Newspapers* hosted by the Library of Congress.

The South Carolina Digital Newspaper Program is part of the National Digital Newspaper Program grant, awarded by the National Endowment for the Humanities in partnership with the Library of Congress. SCDNP has also received generous support from The Humanities Council of South Carolina.

Digital Collections
Ernest F. Hollings Special Collections Library
University of South Carolina
Columbia, South Carolina 29208

Appendix B: South Carolina Digital Newspaper Postcard created with grant funds provided by The Humanities Council of South Carolina.

PROGRAM RESOURCES

Chronicling America: Historic American Newspapers

Search 4.5 million of America's historical newspaper pages, including those from South Carolina, from 1836-1922. Chronicling America is sponsored jointly by the National Endowment for the Humanities and the Library of Congress. Visit Chronicling America: Historic American Newspapers, http://chroniclingamerica.loc.gov/.

South Carolina Digital Newspaper Program Subject Guide

Delve into the rich content of historical South Carolina newspapers using this subject guide. Here you will find topics guides with historical news articles, images, and headlines that we have already found for you. Also included are Suggested Search Terms and Strategies, a timeline featuring our favorite examples of historical S.C. newspaper articles & helpful tips on searching Chronicling America. Visit the SCDNP Subject Guide, http://guides.library.sc.edu/digitalnewspapers.

South Carolina Digital Newspaper Program Blog

Learn the latest details from SCDNP, including Tips for Using Chronicling America, Program Updates, and Articles that highlight unique events in South Carolina history, found in historical newspapers in South Carolina. Visit the SCDNP blog, http://library.sc.edu/blogs/newspaper/.

Historical South Carolina newspapers are made freely and fully searchable in Chronicling America by the South Carolina Digital Newspaper Program at The University of South Carolina. The program is supported jointly by the National Endowment for the Humanities (NEH) and the Library of Congress and is made possible by a collaboration of the University of South Carolina Libraries, USC Digital Collections, and the South Caroliniana Library.

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For more information about our program, visit the SCDNP website, http://library.sc.edu/digital/newspaper.

Appendix C: South Carolina Digital Newspaper Brochure, front page of tri-fold brochure.

South Carolina Digital Newspaper Program

An initiative of The University of South Carolina Libraries, The South Carolina Digital Newspaper Program (SCDNP) digitizes historical South Carolina newspapers as part of the National Digital Newspaper Program, a grant-funded partnership with the National Endowment for the Humanities (NEH) and the Library of Congress.

SCDNP facilitates online access to these free, fully accessible, and full-text searchable newspapers. Since 2009, SCDNP has digitized 103,352 newspaper pages from 19 historical S.C. newspapers, ranging in date from 1860 to 1922. In 2011, SCDNP was awarded a second NDNP grant and will continue to add 100,000 more newspaper pages, ranging in date from 1836 to 1922, in 2012-2013.

You can access these newspapers in *Chronicling America: Historic American Newspapers*, hosted by the Library of Congress, http://chroniclingamerica.loc.gov/. In addition to S.C. newspapers, you can search over 4.5 million newspaper pages from 25 participating states across America in Chronicling America.

Visit our website!

To learn more about SCDNP, to find out what newspapers are currently available for viewing, and to explore program resources to help you get the most out of S.C. historical newspapers, visit **http://library.sc.edu/digital/newspaper/**.

Titles Currently Online

- ***Anderson Intelligencer*** *(Anderson, S.C.)* and its continuing titles, daily, weekly, and semi-weekly, 1860-1917
- ***Charleston Daily News*** *(Charleston, S.C.),* daily, 1865-1873
- ***The Afro-American Citizen*** (Charleston, S.C.), weekly, 1899-1902
- ***The Charleston Advocate*** (Charleston, S.C.), weekly, 1867-1868
- ***The Free Press*** (Charleston, S.C.), weekly, 1868-186?
- ***Missionary Record*** (Charleston, S.C.), 1868-1879
- ***South Carolina Leader*** (Charleston, S.C.), 1865-18?
- ***Edgefield Advertiser*** (Edgefield, S.C.), weekly, 1860-1922
- ***The Georgetown Planet*** *(Georgetown, S.C.),* weekly, 1873-1875
- ***Laurens Advertiser*** *(Laurens, SC.),* weekly, 1885-1971
- ***The Marlboro Democrat*** (Bennettsville, S.C.), weekly, 1882-1911
- ***The Orangeburg Times*** *(Orangeburg, S.C.)* and its continuing titles, daily and weekly, 1872-1911
- ***The Free Citizen*** (Orangeburg, S.C.), 1874-1876
- ***Keowee Courier*** (Pickens and Oconee County, S.C.), weekly, 1860-1922
- ***Columbia Phoenix*** *(Columbia, S.C.),* and its continuing titles, daily and tri-weekly, 1865-1875
- ***The Southern Indicator*** (Columbia, S.C.), weekly, 1903-1925
- ***The People's Recorder*** (Columbia, S.C.), weekly, 1893-1925
- ***Sumter Watchman*** *(Sumter, S.C.)* and its continuing titles, weekly and semi-weekly, 1860-1922
- ***The Rock Hill Messenger*** (Rock Hill, S.C.), weekly, 1896-1921

Titles to be digitized in 2012 and 2013

- ***The Abbeville Press and Banner*** (Abbeville, S.C.) and its continuing titles, weekly and tri-weekly, 1846-1922
- ***Manning Times*** (Manning, S.C.), weekly, 1884-current
- ***Edgefield Advertiser*** (Edgefield, S.C.), weekly, Additional content between 1836-1859
- ***The Fairfield Herald*** (Winnsboro, S.C.) and its continuing titles, weekly and tri-weekly, 1849-1922
- ***Laurens Advertiser*** *(Laurens, SC.),* weekly, Additional content between 1885-1922
- ***The Newberry Herald*** *(Newberry, S.C.)* and its continuing titles, weekly and semi-weekly, 1865-1922
- ***Keowee Courier*** (Pickens, S.C.), weekly, Additional content between 1849-1859
- ***The Pickens Sentinel*** *(Pickens, S.C.)* and its continuing titles, weekly, 1871-1922
- ***The Sumter Banner*** (Sumterville, S.C.), weekly, 1846-1855

Appendix C: South Carolina Digital Newspaper Brochure, reverse of tri-fold brochure.

Interested in researching African-American history?

Historical S.C. newspapers, recently digitized and made available in **Chronicling America: Historic American Newspapers**, are an excellent resource for researching topics in African-American history. Within these newspapers, you can find information on:

* Topics such as the Great Migration, Jim Crow segregation, Reconstruction, slavery, and voting rights
* Black Carolinian leaders like Congressman Robert Smalls and Dr. Kelly Miller
* Achievements of African Americans both locally and nationally
* African American school in South Carolina, including Allen University, Avery Normal Institute, Benedict College, Bettis Academy, Morris College, Penn School, SC State University, and Voorhees College
* Local African-American owned businesses
* Local African-American civic and religious organizations and literary societies

Historical South Carolina newspapers are made freely and fully searchable in Chronicling America by the South Carolina Digital Newspaper Program at The University of South Carolina. The program is supported jointly by the National Endowment for the Humanities (NEH) and the Library of Congress and is made possible by a collaboration of the University of South Carolina Libraries, USC Digital Collections, and the South Caroliniana Library.

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For more information about our program, visit the SCDNP website, http://library.sc.edu/digital/newspaper.

Appendix D: Researching African American History in Chronicling America Brochure, front page of tri-fold brochure.

5 Tips for Researching African-American resources in Chronicling America

1. Use the African Americans in SC topics page on the SCDNP LibGuide. The SC Digital Newspaper Program has developed subject guides to assist beginning researchers and enable interesting points of entry into the newspapers. Visit the LibGuide at http://guides.library.sc.edu/digitalnewspapers.

2. Search with historically used terminology. Try terms commonly used for African Americans in the 19th and early 20th centuries such as Afro-American, colored, free persons of color, Negro, or slave.

3. Browse historical African-American newspapers published across America. Thirty African-American newspapers from states are searchable in Chronicling America. To access these newspapers, visit http://chroniclingamerica.loc.gov, select the All Digitized Newspapers tab, select All States from the list of states, then African-American under ethnicity.

4. Browse historic African-American newspapers published in S.C. 10 African American newspapers published in S.C. between 1860 and 1922 are searchable in Chronicling America. To access these newspapers, visit http://chroniclingamerica.loc.gov, select the All Digitized Newspapers tab, select South Carolina from the list of state, then African-American under ethnicity.

5. Get a perspective on South Carolina events by searching African-American newspapers published in other regions and states. By searching South Carolina-related topics in African-American newspapers published outside of South Carolina, you can learn how Americans elsewhere perceived these issues.

African-American Newspapers Published in South Carolina In Chronicling America

- ***The Afro-American Citizen***
  Charleston, S.C., weekly, 1899-1902
- ***The Charleston Advocate***
  Charleston, S.C., weekly, 1867-1868
- ***The Free Press***
  Charleston, S.C., weekly, 1868-186?
- ***Missionary Record***
  Charleston, S.C., 1868-1879
- ***South Carolina Leader***
  Charleston, S.C., 1865-18?
- ***The Georgetown Planet***
  Georgetown, S.C., weekly, 1873-1875
- ***The Free Citizen***
  Orangeburg, S.C., 1874-1876
- ***The Southern Indicator***
  Columbia, S.C., weekly, 1903-1925
- ***The People's Recorder***
  Columbia, S.C., weekly, 1893-1925
- ***The Rock Hill Messenger***
  Rock Hill, S.C., weekly, 1896-1921

List of All African-American Newspapers in Chronicling America

- The national forum (Washington, DC)
- The Colored American (Washington, DC)
- The Washington bee (Washington, DC)
- The bee (Washington, DC)
- American Baptist (Louisville, KY)
- The Lexington standard (Lexington, KY)
- The Concordia eagle (Vidalia, LA)
- The appeal (Saint Paul, Minnesota)
- Western appeal (Saint Paul, Minnesota)
- The Professional world (Columbia, MO)
- The Rising Son (Kansas City, MO)
- Sedalia weekly conservator (Sedalia MO)
- The Muskogee cimeter (Muskogee, OK)
- The Langston City herald (Langston City, OK)
- The Tulsa Star (Tulsa, OK)
- The Afro-American Citizen (Charleston, SC)
- The Charleston Advocate (Charleston, SC)
- The Free Press (Charleston, SC)
- Missionary Record (Charleston, SC)
- South Carolina Leader (Charleston, SC)
- The Georgetown Planet (Georgetown, SC)
- The Free Citizen (Orangeburg, SC)
- The Southern Indicator (Columbia, SC)
- The People's Recorder (Columbia, SC)
- The Rock Hill Messenger (Rock Hill, SC)
- The broad ax (Salt Lake City, UT)
- The Richmond planet (Richmond, VA)
- The republican (Seattle, WA)
- Cayton's monthly (Seattle, WA)
- Cayton's weekly (Seattle, WA)
- The Seattle Republican (Seattle, WA)

To access these newspapers, visit Chronicling America, select All Digitized Newspapers, select All States, & African-Americans under Ethnicity.

Appendix D: Researching African American History in Chronicling America Brochure, reverse of tri-fold brochure.

Semi-Annual Performance Report

Report ID: 103801

Application Number: PJ5003007

Project Director: Cathy Hartman (cathy.hartman@unt.edu)

Institution: University of North Texas

Reporting Period: 9/1/2011-2/28/2012

Report Due: 3/31/2012

Date Submitted: 3/20/2012

NDNP Awardee Interim Performance Report

(September 1, 2011—February 29, 2012)

NEH Award Number: PJ-50030-07

NDNP State: Texas

Submitted By: Cathy Nelson Hartman, Project Director

Report Date: March 31, 2012

INTERIM PERFORMANCE REPORT NARRATIVE

1. Changes in work plan

Texas made two slight timeline modifications of the initial NDNP project work plan during this period. The date for the delivery of the Advisory Board's recommendations was pushed back from the end of January to the end of February. This was due to the amount of time needed to obtain information from vendors regarding estimated page and reel counts for the 75 titles they were considering. UNT also modified the date originally established for ordering the sample batch film due to communication complications with the selected title's vendor, Heritage Microfilm. As a result, UNT selected a different title and vendor for the sample batch. Beyond this, UNT does not anticipate additional changes in the project work plan we submitted to NEH in November 2011.

2. Film selection/acquisition

On February 29, 2012, the Texas Advisory Board delivered the final title list to UNT's partner institution, the Dolph Briscoe Center for American History, who then provided it to UNT (see Appendix A). With the Advisory Board's recommendations in hand, UNT will spend time in March drawing together the title list and ordering the microfilm. Thus far, UNT has received one reel of 2N film for the sample batch, evaluated it for anomalies, and shipped it to iArchives for scanning and OCR. UNT anticipates delivery of the sample batch to Library of Congress by the April 1, 2012 due date.

3. Award activities between collaborating institutions

In the Fall of 2011, UNT's partner institution, the Dolph Briscoe Center for American History, formed the NDNP Advisory Board. The board members are:

Danielle Cunniff Plumer
Research Engineering/Science Associate
Applied Research Labs, The University of Texas at Austin
dcplumer@gmail.com

Claudia Rivers
Head, Special Collections

The University of Texas at El Paso
crivers@utep.edu

Carol Roark
Interim Executive Director
Preservation Dallas
croark@preservationdallas.org

Andrew Torget
Assistant Professor of History
University of North Texas
andrewtorget@gmail.com

The Dolph Briscoe Center for American History also hired an intern to create essays and assist with research for titles and to create a website that allowed all board members and UNT to track and discuss the title list for NDNP 2011-2013. In early November 2011, UNT prepared and sent a list of available titles for consideration by the Advisory Board, from which they drew the final prioritized list.

In fulfillment of the request from LC pertaining to online access to non-NDNP, print-representative newspaper titles within awardee states, UNT also has begun to compile a list of what is currently available for the State of Texas. This list is due by the end of the grant cycle, and we will continue to update it as necessary in preparation for submission to LC in August 2013.

4. Conversion progress

UNT submitted the sample reel with accompanying metadata to our continuing vendor, iArchives, who converts the microfilm to the required files. Currently iArchives is converting the sample reel for submission to LC.

5. LC tools

UNT has no questions or comments about LC tools at this time. UNT has not yet begun to use the newest version of the DVV to QC batches for 2011-2013.

6. Delivery Schedule

Regular ongoing batch delivery will begin in May 2012, with deliverables to arrive at the end of each month to the NDNP repository. Each batch will be approximately 10,000 pages.

7. Non-NDNP funded newspaper digitization

During this reporting period, UNT digitized and uploaded the following non-NDNP titles to the Portal to Texas History:

Location, Title	**Pages**
Bastrop, Texas: *Bastrop Advertiser*	16,410
Galveston, Texas: Multiple titles	97
Borger, Texas: *Borger Daily Herald*	11,294
Rio Grande City, *Rio Grande Herald*	1888
Corpus Christi, Texas: Multiple titles	866
McKinney, Texas: Multiple titles	922
Aspermont, Texas: Multiple titles	2103
Hereford, Texas: Multiple titles	3695
Sherman-Denison, Texas: Multiple titles	705
El Paso, Texas: *El Paso Morning Times*	38,587
Austin, Texas: Multiple titles	1535
Irving, Texas: University of Dallas *News*	3641
Fort Worth, Texas: Texas Wesleyan *Rambler*	666
Dallas, Texas: *Texas Jewish Post*	8294
Denton, Texas University of North Texas *NT Daily*	710
San Antonio, Texas *El Regidor*	1524
Schulenburg, Texas *The Sticker*	9096
Velasco, Texas *Velasco Daily Times*	444
Total non-NDNP funded pages added in this reporting period	**102,477**

All of these titles may be searched and viewed from the Portal at http://texashistory.unt.edu. For a complete list of all Texas newspaper titles included on the Portal to Texas History, see http://tdnp.unt.edu/category/newspapers-online/.

8. Public presentations or publications

Texas Library Association, District 7 Conference, October 6, 2012: Presented about newspaper digitization and preservation to area library groups, including public libraries and local university libraries. Prezi presentation link: http://prezi.com/2jboh54zxicg/digital-newspapers/

Collin County Genealogical Society, January 11, 2012: Presented about using newspapers in genealogical research, in particular about using newspapers from Chronicling America, as well as newspapers digitized through NDNP. (See Appendix B)

Texas Press Association Mid-Winter Conference, January 19-21, 2012: This is the UNT Libraries' first year of membership in the Texas Press Association, and we exhibited flyers and provided face-to-face discussion to introduce TPA members to UNT's work with NDNP as well as local Texas Digital Newspaper Program projects. UNT also highlighted the importance of born digital PDF preservation to TPA members. (See Appendix C)

Texas Daily Newspaper Association Conference, February 26-27, 2012: This is the UNT Libraries' first year of membership in the Texas Daily Newspaper Association, and we showed members example newspapers digitized through NDNP on both The Portal to Texas History and Chronicling America websites. As a result, publishers requested follow-up information in email about newspaper digitization and preservation. UNT also highlighted the importance of born digital PDF preservation to TDNA members.

9. Follow-up issues

UNT has no follow-up issues or questions at this time.

Please submit to NEH via e-GMS with a copy to ndnptech@loc.gov, by March 31, 2012.

Appendix A Texas Advisory Board Title List

The Texas Advisory Board list of newspaper titles was submitted to UNT on February 29, 2012.

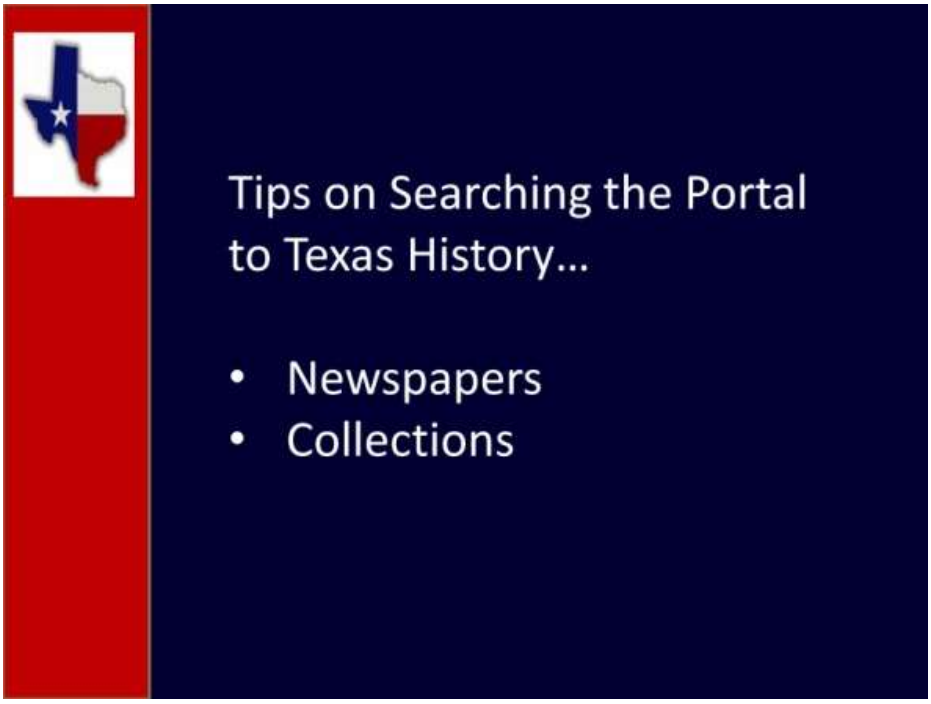
Priority	City	Title	Freq.	Dates	LCCN	Page count	No. of reels	Prev NDNP
1	Austin	Austin Weekly Statesman	Weekly	1883-1898	sn 86088296	6040	9	New title. Recommended 2009 but not digitized.
2	Dallas	Dallas Daily Herald	daily	1873-1885, 1884/01/01 - 1887/12/29	sn 83025733	16,500; 5653	19, 4	New title.
3	El Paso	El Paso Daily Herald	daily	1896/12/04 - 1901/04/02	sn 86064199	11,000	12	1896-1904 digitized during last grant cycle
4	Laredo	Evolucion	daily, except Monday	1917-1920	No LCCN	3616	3	New title.
5	Fort Worth	Jewish Monitor	weekly	1919/06/20 - 1921/19/16	sn 89070104	2068	3	New title.
6	San Marcos	San Marcos Free Press	weekly	1877-1890	sn 86088181	5280	3	New title.
7	Snyder	Snyder Signal	weekly	1911/02/24 - 1921/12/30	sn 86064239	5828	4	New title.
8	Amarillo	Amarillo Daily News	daily	1911/01/13 - 1922/12/31	sn 85042551	23,400+	26+	New title.
9	Beaumont	Beaumont Daily Enterprise	daily	1898-1904	sn 86071101	710	1	New title.
10	Beaumont	Beaumont Enterprise & Journal	daily	1906/04/01 - 1911/09/30	sn 86071101	14,014	17	New title.
11	Bryan	Bryan Daily Eagle	daily	1883/06/27 - 1922/12/31	sn 88083938, sn 86088652	17,100	19	New title.

12	Bryan	Bryan Weekly Eagle	weekly	1889/10/24 - 1922/12/31	sn 86088572, sn 86088570, sn 86088571, sn 86088569	5600	8	New title.
13	Canyon	Canyon News	weekly	1901/09/26 - 1922/12/31	No LCCN?	1800	2	New title.
14	Austin	Daily Democratic Statesman	tri-weekly	1871/07/26 - 1880/12/08	sn 86088234	unknown	unknown	New title.
15	Amarillo	Daily Panhandle	daily	1907/08/27 - 1920/12/01	sn 86088049	50	1	New title.
16	Dallas	Dallas Express	weekly	1919-1922	sn 83025779	1664	2	New title.
17	Dallas	Dallas Weekly Herald	weekly	1855/12/08- 1922/12/31	sn 84022279	8168	7	New title.
18	Austin	Democratic Statesman	tri-weekly	1871/07/26 - 1880/12/08	sn 86088234	unknown	unknown	New title.
19	Laredo	El Democrata Fronterizo	daily, except Sunday	1904-1919	sn 83045001	1544	1	New title.
20	El Paso	El Paso Herald	daily	1901/04/03 - 1922/12/22	sn 8808472	90,000	100	1904-1922 digitized during last grant cycle
21	Galveston	Evening Tribune	daily	1885/12/29 - 1922/12/31	sn 85038591 ?	25,806	24	New title.
22	Temple	Ferguson Forum	weekly	1917-1922	sn 84024016	828	2	New title.
23	Fort Worth	Fort Worth Record	daily	1903/11/20 - 1922/12/31	sn 86089063, sn 86064206	138,432	98	New title.
24	Fort Worth	Fort Worth Record and Register	daily	1903/11/20 - 1922/12/31	sn 86089063,	138,432	98	New title.

					sn 86064206			
25	Galveston	Galveston Tribune	daily	1885/12/29 - 1922/12/31	sn 85038591 ?	25,806	24	New title.

Appendix B

This presentation was given to the Collin County Genealogical Society, depicting search tools available across multiple websites for performing genealogical research. The images below were the newspaper section of the 50-slide presentation, in which the audience participated in a live-search demonstration of newspapers online. During this presentation, the audience asked several questions about other states participating in NDNP.


Tips on Searching the Portal to Texas History…
• Newspapers
• Collections

Searching for a name in multiple newspapers

Limit by type, in this case, “Newspapers”

How Search Phrase Appears in One Issue

Zoomed View: Reading Made Huge!

Toggle the page size using the +/- bar in the corner.

I know what you want to ask . . .

HOW DO I SEARCH OTHER RESOURCES?

The Library of Congress >> Researchers >> Virtual Programs & Services

Web Guides

VIRTUAL SERVICES
DIGITAL REFERENCE SECTION

Home >> State Digital Resources Find in Virtual Services Web Pages go

State Digital Resources: Memory Projects, Online Encyclopedias, Historical & Cultural Materials Collections

Compiled by Christine A. Pruzin, Digital Reference Specialist

The Library of Congress American Memory project, Primary Sources by State, State Resource Guides, and other digital initiatives provide free access through the Internet to the treasures of the Library's collections that document America's history, culture, and creativity. Across the country, the archives, cultural institutions, museums, and libraries of many states are collaborating to create similar projects. They provide unprecedented access to materials that document local and regional growth and development as well as a look at the cultures and traditions that have made individual states and communities unique. The following is a compilation of state and regional digital projects and collaborations identified thus far. For each project, the primary institution or institutions overseeing the project are noted. The list will expand as new projects become available.

Please note that these links are provided as a convenience and for informational purposes only; they do not constitute an endorsement or an approval by the Library of Congress. The Library of Congress bears no responsibility for the accuracy, legality, or content of the external site, or for that of subsequent links. Contact the external site for answers to questions regarding its content.

Rambles through our country : an instructive geographical game for the young
New York: Schaefer & Weissenbach, Litho., c1890.
1 print: chromolithograph.
Prints & Photographs Division
Reproduction Number: LC-DIG-pga-03272

| A | C | D | F | G | H | I | K | L | M | N | O | P | R | S | T | U | V | W | Multi-State |

http://www.loc.gov/rr/program/bib/statememory

Multi State Collaborations

Multi-State Collaborations

- American Journeys: Eyewitness Accounts of Early American Exploration and Settlement
  A collaborative project undertaken by the Wisconsin Historical Society and National History Day to provide a wide range of geographical, cultural, and chronological information about the exploration of North America. An editorial advisory committee of scholars and librarians from across the nation helped to select the included texts.
- Civil War in the American South
  Provides a central portal to access digital collections from the Civil War Era (1850-1865) held by members of the Association of Southeastern Research Libraries.
- Columbia River Basin Ethnic History Archive
  Collaboration of repositories in Idaho, Oregon, and Washington State. Database provides access to materials with thematic coherence that document the history of the region's ethnic groups including African Americans, Basque Americans, Chinese Americans, and others. Site is enriched with materials that seek to assist in the interpretation, research, and public discussion of ethnic history sources.
- A Digital Collection Celebrating the Founding of the Historically Black College and University(HBCU)
  Product of a partnership between the HBCU Library Alliance, Cornell University Library, HBCU Institutions, and the Southeastern Library Network. It is intended to highlight the contributions of Historically Black Colleges and Universities to American history, while encouraging scholarship and a broader collaboration between HBCU libraries and other organizations.
- Digital Library of Appalachia
  Collaboration of Appalachian College Association member libraries, including institutions from Kentucky, North Carolina, Tennessee, Virginia, and West Virginia. Online access to historical materials from collections related to the culture of the southern and central Appalachian region. Seeks to generate interest and encourage continued scholarship for the region.
- Heritage West
  Result of the efforts of the Collaborative Digitization Program in Colorado. Originally launched as *Heritage Colorado*, the project includes resources from nine additional Western states--Arizona, Kansas, Montana, Nebraska, Nevada, New Mexico, Texas, Utah, and Wyoming.
- Mountain West Digital Library
  Gateway to digital content from cultural institutions in Utah, Nevada, and Idaho. Mountain West defines the region of the contributors but the content provided extends beyond the history of the region with an interest in promoting an informed citizenry.
- Northwest Digital Archives
  Collaborative project provides enhanced access to archival and manuscript collections in Idaho, Montana, Oregon, Alaska, and Washington. For the most part it contains only finding aids, with links to some digitized items in the collections. Significant subject commonalities include the major economic forces in the region, Native American language and culture, and the place of religious communities in the region.
- Rocky Mountain Online Archive
  Source of information about archival collections from Colorado, New Mexico, and Wyoming. Access finding aids for institutions throughout these states. The *Heritage West* collection is a companion component that provides access to digitized artifacts.
- Upper Mississippi Valley Digital Image Archive
  Grant-funded consortium of cultural institutions mostly from the Quad Cities of Iowa and Illinois has contributed the images to this collection. View the Mississippi region along the Illinois/Iowa border as seen through the eyes of late 19th and early 20th-century inhabitants of the area.
- Western Waters Digital Library

Appendix C

Promotional flyer distributed to the Texas Press Association, highlighting in particular standards UNT has incorporated as best practice through their work with LC, as well as a UNT Libraries' initiative for born-digital, print-representative, newspaper PDF preservation.

NEWSPAPERS

Midwinter Conference
TPA 2012

represent the footprint of a community's existence. From their earliest publication, newspapers have documented historical trends, shifting cultural identities, and life events of their populations. Free, open access to newspapers is the number-one way to preserve and maintain communities' footprints.

THE CALDWELL NEWS

Burleson County Fair Opens Here Next Week

Caldwell Hornets Host Cameron Yoemen Here This Afternoon

The Texas Digital Newspaper Program

The Texas Digital Newspaper Program seeks to form partnerships between newspaper publishers and cultural memory institutions to preserve and maintain newspapers in digital formats, within a digital newspaper repository that represents all Texas counties. Newspapers have historically been microfilmed and stored in archives and libraries, and the Texas Digital Newspaper Program aims to continue this preservation process by following strict digital preservation standards established by the Library of Congress. Partnerships between newspapers and libraries historically have existed to microfilm newspapers for preservation of community identities, and the Texas Digital Newspaper Program is combining established preservation best practices with modern technologies toward the goal of centralizing newspaper preservation within one Texas cultural memory institution.

Benefits to Your Newspaper

*Partners will receive copies of digital newspapers after they have undergone Optical Character Recognition and have been placed online.

*Reporters can use full-text searchability for research.

*Newspapers that have been readable only on microfilm will now be text-searchable online.

*All newspapers on The Portal to Texas History are preserved in perpetuity with no maintenance charges.

New Initiatives

Our newest initiative is to preserve and host digital newspaper PDF printmasters. Because newspapers are no longer frequently being converted to microfilm, the PDF printmaster is often the only master copy of a newspaper that exists, and preserving these PDFs is an extremely important next frontier for newspaper preservation. Due to our commitment to newspaper preservation, we are offering PDF printmaster preservation at no cost right now.

If you are interested in placing your historic newspapers on The Portal to Texas History, contact Ana Krahmer at ana.krahmer@unt.edu or (940) 565-3367.

Libraries UNT

Semi-Annual Performance Report

Report ID: 107169

Application Number: PJ5007010

Project Director: Birdie MacLennan (bmaclenn@uvm.edu)

Institution: University of Vermont

Reporting Period: 9/1/2012-2/28/2013

Report Due: 3/31/2013

Date Submitted: 3/31/2013

NDNP Awardee Interim Performance Report
(September 1, 2012-February 28, 2013)
NEH Award Number: PJ-50070-10
NDNP State: Vermont
Submitted By: Birdie MacLennan
Report Date: March 31, 2013

INTERIM PERFORMANCE REPORT
VERMONT DIGITAL NEWSPAPER PROJECT (VTDNP)-PHASE 2

Summary of activities from September 1, 2012 to February 28, 2013

We are pleased to provide this first Interim Performance Report of the Vermont Digital Newspaper Project (VTDNP)-Phase 2. This report builds on the accomplishments of the VTDNP Phase 1 grant cycle (July 1, 2010-August 31, 2012). Our first quarter of Phase 2 recalls similar processes and procedures for launching Phase 1. In the initial months, we established an accounting structure for the Phase 2 award and carried over unused funds ($50,000) into the Phase 2 budget framework. Since our contract with the digitization vendor, iArchives, expired at the end of the Phase 1 grant cycle, the University of Vermont Procurement Office required us to prepare a new Request for Proposals (RFP) for Phase 2 digitization. The RFP was launched on October 25. With the RFP in the works, project staff refined Phase 2 title lists for the Advisory Committee, located and secured access to master negative film, met with our Advisory Committee to select titles for digitization, duplicated the microfilm negatives for the initial 46,000+ pages of content, prepared a Phase 2 sample reel to submit to the Library of Congress, completed the RFP process, and chose a digitization vendor (iArchives prevailed). We are currently revisiting production workflows to seek improved efficiencies with our Phase 2 digitization vendor and awaiting the arrival of the new Project Librarian/Library Assistant Professor, Erenst Anip, so we can launch production.

Highlights of our activities and accomplishments during this period include:

- At the conclusion of our Phase 1 grant, ten (10) batches of newspaper content (batch Adamant through batch Jamica), including 101,269 from pages from 25 titles, were ingested – or approved for ingestion – into Chronicling America. Five additional batches (Killington through Orwell) had been received by LC and were queued for processing by the end of September. In December and January all remaining batches were approved by the Library of Congress and were ingested into Chronicling America in March 2013 -- bringing our total Phase 1 deliverables to fourteen (14) batches with 36 titles and 129,940 pages (see delivery table under question 6);
- Following approval from NEH and LC in December 2011, the VTDNP produced 29,940 additional pages beyond the 100,000 page goal, at no additional cost on the Phase 1 grant;
- Completed a national search to hire a Project Librarian/Library Assistant Professor; Erenst Anip, former Project Manager for the Hawai'i Digital Newspaper Project, was successfully recruited from a competitive national pool and will begin work with the VTDNP on April 1;
- Met with state Advisory Committee in November and completed title selection for Phase 2 digitization. Title list is included as an addendum to this report.
- Procured master negatives and duplicated 98 reels for approximately 46,800 pages of initial Phase 2 content.
- Completed the RFP process for digitization services; we have signed the contract with iArchives, who will carry over from Phase 1 as our vendor of choice.

- Worked with iArchives to complete microfilm-to-digital conversion for a Phase 2 sample reel; shipped the sample reel content on a hard drive to the Library of Congress in March 2013.
- Ongoing outreach, presentations, tutorials, blog entries, including a new interactive map of VTDNP titles, and acceptance of peer-reviewed article for *Library Resources and Technical Services* (forthcoming in July 2013). (full details under question 8);

Project Personnel

The Project Management Group (PMG) has experienced some important personnel changes in the past six months. *Sally Blanchard*, former Digital Support Specialist, resigned on September 12, 2012 to accept a full-time permanent position at the Vermont State Archives and Records Administration (VSARA). *Tom McMurdo*, former Project Librarian, resigned in November to accept a full-time permanent position at the Vermont State Library (VTLIB) – formerly known as the Department of Libraries (DOL). Although Tom has left UVM, he will continue to serve on the Project Management Group, replacing *George Barnes* in the VTLIB's 5% cost share commitment to the VTDNP. *Erenst Anip* has been recruited for the position of Project Librarian and will start on April 1. We will begin the search for a half-time Digital Support Specialist in April, when Erenst is on board. Personnel changes on the Project Management Group are outlined as follows:

- *Erenst Anip*, VTDNP Project Librarian (UVM), start date: April 1, 2013.
- *Birdie MacLennan*, Project Director & PI / Director, Resource Description & Analysis Services (UVM);
- *Prudence Doherty*, Special Collections Librarian for Public Services and researcher for Vermont newspaper histories (UVM);
- *Paul Donovan*, State Law Librarian (Vermont State Library (VTLIB, formerly DOL);
- *Chris Kirby*, Adult Services and Technology Librarian, Project Co-Investigator (Ilsley Public Library, Middlebury);
- *Tom McMurdo*, [former] Project Librarian (UVM) September 1-November 6, 2012; Collection and Digital Initiatives Librarian (VTLIB), Project Advisor, December 7, 2012-present;
- Digital Support Specialist (UVM) – currently vacant; search to begin in April 2013.

Other staff support continues as follows:

Cataloging/Metadata Specialists, *Michael Breiner*, *Mary VanBuren-Swasey,* and *Jake Barickman* from the UVM Libraries Resource Description & Analysis Services, are ready and able to provide support for microfilm inspection and metadata collation workflows. The grant proposal commits 5% each (or 6 hours per week in a combined effort) as production gets underway. For the month of April 2013, we will also engage the expertise of a visiting graduate student from France, *Fanny Mion-Mouton*, to begin metadata collation for our first French-language title, *Le patriote canadien*.

UVM systems support remains engaged in our efforts. *Paul Philbin*, (Director of Systems), *Lyman Ross*, (Systems Librarian), and *Marcie Crocker* (IT Support Specialist) serve as consultants and respond to technical needs and questions as they arise.

Sarah Gordon, Assistant Dean of the Libraries, coordinates financial planning and management activities across the general funds, grants and contracts and serves as a consultant to the Project Director in monitoring budget activities for the grant.

Communication

The Project Management Group continues its schedule of meetings about once a month, or as needed, using conference call capabilities. Basecamp's messaging and file-sharing exchange capabilities are employed on a daily basis, so that PMG members are in regular contact between meetings.

We also use Basecamp for communication with the Advisory Committee. A number of listservs are employed to communicate activities and project milestones to colleagues in the UVM libraries and around the state, including LIBER, VTLIBRARIES, and the VTDNP listservs.

1. Describe any changes that you have made or that you anticipate making in the project work plan or methodology from the award proposal submitted to the competition.

The VTDNP is on track for entering full-scale production in April or May 2013. This is a departure from our Phase 2 work plan proposal, which had projected start-up production for January or February. The departure of the Project Librarian in November necessitated putting a hold on production while a search committee was put into place to conduct a national search to find a new Project Librarian. The search committee convened in late October, screened applicants and conducted interviews through mid-January. In February, Erenst Anip, former Project Manager for the Hawai'i Digital Newspaper Project, accepted the position. As of this writing, he has arrived in Burlington and is scheduled to begin with the VTDNP on April 1.

The VTDNP is well-positioned to begin production in April. In September and October project personnel compiled a preliminary list of titles for potential selection by the state-wide Advisory Committee and posted it to Basecamp. The Advisory Committee met in person at the University of Vermont on November 16 and, at that meeting, came to a consensus for titles comprising approximately 121,050 of content. Since the Advisory Committee meeting, we have duplicated 98 2N microfilm reels comprising the initial 47,800+ pages of content for Phase 2. Our vendor has converted a sample reel of 309 frames of the *Bennington Evening Banner*, which we shipped to the Library of Congress on March 25. Further, we inventoried substantial runs of the *Bennington Evening Banner* and *Caledonian* titles in preparation for the first full batch.

When Phase 2 Project Librarian Erenst Anip arrives in April, he is well-positioned to review and complete existing inventories for the *Banner* and *Caledonian* titles that were started under Phase 1. Additionally, we will begin production inventory for *Le patriote canadien*, the first French language newspaper to be published in New England, employing the expertise and talents of Fanny Mion-Mouton, a visiting graduate student from the French National Library School (ENSSIB), who will be working with us through the end of April on metadata collation and preliminary title essay research.

Upon the arrival of Erenst, in April, we will meet with representatives from our digitization vendor, iArchives, to establish a full production schedule. That schedule will be communicated to LC and to NEH once it is in place. As of this writing, we anticipate delivery of our first inventory of film and reels to iArchives in early May (approximately 8,000 to 10,000 pages), with a projected delivery of our first complete batch of digital assets to LC in June 2013, with regular monthly deliveries of 8,000 to 10,000 pages thereafter for the duration of the grant.

Please see the VTDNP ***delivery schedule table***, which is included under question 6.

Please see also ***APPENDIX A - VTDNP Timeline***, a table at the end of this report which has been adapted for Phase 2.

2. Please describe any selection or film acquisition/evaluation activities during the performance period.

On November 16, 2013, the University of Vermont hosted a day-long meeting with the state Advisory Committee and the Project Management Group. Prior to the meeting, Project Management Group members revised the Advisory Committee Briefing Book for Phase 2 and distributed a list of titles under consideration, along with a ranking form. These documents were posted to Basecamp in October for preliminary review and discussion and are also available on the project web site (the pdf file includes file attachments with the title ranking form). All twelve Advisory Committee members were in attendance; Skype's online conferencing capability was used to establish interactive connections with two Advisory Committee members in Brattleboro (Southern Vermont) who could not be physically present. By posting these documents to Basecamp well ahead of the meeting, Advisory Committee members were able to begin review of titles, ask questions, familiarize themselves with Phase 2 project background and goals, as well as the selection process and ranking terminology. The in-person meeting offered the occasion to review the goals of Phase 2, as well as for lively group discussion of individual titles. The strength of the VTDNP Advisory Committee is that its members bring to the table a blend of diverse newspaper experiences and perspectives with strong regional and statewide knowledge of Vermont history. There were three important outcomes of this meeting: (1) a strong sense of collegiality and enthusiasm for newspaper publishing and history in Vermont; (2) attendees gained valuable insights into the newspaper publishing history in Vermont and appreciation for titles under consideration for digitization; and (3) consensus was reached on which titles to digitize. As a result, we have compiled a list of Phase 2 titles, which is included it as a file attachment to this report: ***VTDNP_Phase2_title_selections-for-LC-2013-Mar-30.pdf*** . The Phase 2 list comprises 22 unique titles in 13 title families from 10 of Vermont's 14 counties. In keeping with the title selection plan outlined in our Phase 2 grant proposal, the VTDNP Advisory Group recommended: (1) continuing digitization for the *Bennington Banner* and *Saint Johnsbury Caledonian* family of titles (~43,000 pages); (2) digitization of 4 historically important titles with French and Italian language content from Vermont's immigrant populations (~11,550 pages); (3) digitization of 4 important anti-slavery titles (~14,500 pages); and (4) new titles from Essex, Lamoille, Orange, and Orleans counties, which were not represented under Phase 1 (~52,000 pages). Our initial page count estimate totals 121,050 pages. This number is subject to change as inventory of film gets underway and we have actual frame counts from film inventories.

Archival Microfilming Services in Hamden, Connecticut, provided the VTDNP with quality duplication services under Phase 1 and they remain our duplication vendor of choice for Phase 2. To date, we have completed 2N duplication for an estimated 46,800 pages of Phase 2 content, including: the *Bennington Banner* and *Saint Johnsbury Caledonian* families of titles (~43,000 pages), as well as *Le Patriote canadien* (~400 pages) and *Cronaca sovversiva* (~3,400 pages).

As noted in our previous reports, film reel page counts were underestimated for the available film of Vermont's titles. Page totals were 30% to 40% higher than initially estimated. Microfilming conventions in Vermont led to production of almost exclusively 1B format film, with reels that contain, on average, about 800 images rather than 500. The density of frames-per-reel caused us to reach the Phase 1 100,000 page mark, much sooner than expected. With authorization from the NEH and LC to extend digitization efforts by up to 30,000 pages, we were able to complete digitization for the Advisory Committee's Phase 1 selected titles through the *Spirit of the Age* title family (Woodstock, VT), and to begin digitizing the *Caledonian* title family (Saint Johnsbury, VT) and the *Bennington Banner* title family

(Bennington, VT). Our Phase 1 digital conversion efforts stopped at 129,940 content. However, our production team completed inventory and metadata collation for an additional estimated 7,000 pages for the two titles that concluded Phase 1: the *Banner* (September 1904-December 1908) and *Caledonian* (1885-1890) titles. Along with these two "continuation" titles from Phase 1, we plan to complete inventory for *Le Patriote canadien* in April, while we can benefit from language and digitization expertise of a French visiting graduate student who will be engaged to capture the metadata and scope notes for the title essay before her internship with us expires at the end of the month. These three titles will comprise the content of our first Phase 2 batch – an estimated 8,000 pages – for Chronicling America.

3. Describe any specific award activities that have taken place between collaborating institutions in your state.

The collaborating partners in the Project Management Group have continued to meet regularly during this first quarter. The VTDNP maintains close working ties with the Vermont Department of Libraries and the VSARA to borrow master negatives for duplication and digitization.

Our state partners continue to collaborate with us to promote the VTDNP, the NDNP and Chronicling America. During the last quarter, VTDNP engaged in the following:

- Tom McMurdo gave a presentation, "Using Chronicling America and Other Freely Available Online Newspapers for Genealogical Research" for a meeting of the Genealogical Society of Vermont on October 20, 2012 in South Hero, Vermont.

- VTDNP members, Tom McMurdo and Birdie MacLennan attended the VHRAB (Vermont Historical Records & Advisory Board) Unconference, "Archives on a Shoestring: Using Social Networking and Other Web Tools to Publicize Vermont Archives," on October 22, at the Vermont History Center, in Barre, Vermont. The Unconference was hosted by Paul Carnahan, Librarian at the Vermont Historical Society and member of the VTDNP Advisory Committee. Approximately 50 people were in attendance. Presentations and discussion focused on social networking and web tools to publicize and promote Vermont archives.

- We planned, organized and hosted the state-wide VTDNP Advisory Committee meeting to discuss Vermont newspaper digitization sustainability beyond NDNP, to discuss and promote goals of VTDNP Phase 2 digitization efforts and to select titles for Phase 2 digitization. Held at the University of Vermont, November 16, 2012.

- State Librarian, Martha Reid, reconfirmed the Department of Libraries' commitment to the VTDNP, providing an amended letter of support for VTLIB's cost-share commitment, which assigns Tom McMurdo and Paul Donovan as VTLIB's two representatives to the VTDNP Project Management Group at 5% cost share each. Ms. Reid's amended letter of cost share commitment is appended to this report. (VTLIB-Amendment to Letter of Support Year Two 10.12.12.pdf)

- Jerry Carbone, Director of the Brooks Memorial Library in Brattleboro, and member of the VTDNP Advisory Committee, wrote an editorial, "On newspapers, history and the Reformer" to the *Brattleboro Reformer*, which was published on March 19, 2013 (p. 4). The article

congratulates the *Reformer* on its centennial anniversary and reflects on historical newspaper preservation, citing the VTDNP, NEH, LC, and Chronicling America.

- Project Management Group member, Prudence Doherty, produced an interactive map of all Vermont newspapers digitized for Chronicling America under the Phase 1 grant (released on March 17, 2013)

- Project Management Group members, Birdie MacLennan (UVM), Tom McMurdo (VTLIB), and Chris Kirby (Ilsley Public Library, Middlebury) are collaborating on a presentation, "Chronicling America / Chronicling Vermont: Historic Newspapers @ the Library of Congress," which will be presented at the Vermont Library Conference at Saint Michael's College in Colchester, Vermont on May 21, 2013.

We continue efforts to raise avenues of discussion for developing collaborative strategies to leverage or repurpose digital content produced by the VTDNP relative to state-wide digital initiatives, emphasizing the importance of sustained preservation of newspapers as primary source material for researchers, the relevance to other historical collections that have been digitized (i.e., Civil War letters), and the popular appeal of newspaper collections, with their potential to "draw users in" to discover newspaper content – as well as adjacent digital content with related historical sources.

We are working with UVM's System Librarian, Lyman Ross to develop a network solution for dark archival storage of newspaper content produced for NDNP. Currently our data is backed up on 6 TB external hard drives. We have furthered discussion about the value of building local digital newspaper collections locally with existing funding streams and are exploring ideas for incorporating PDF content into UVM's development of an institutional repository.

4. Describe specifically your progress in conversion and/or vendor selection (attach documentation as desired).

As described above, the RFP for Phase 2 digitization services was completed in March 2013. The contract was awarded to iArchives. The VTDNP received two very competitive bids in response to the RFP: iArchives and HTC. Upon close examination and ranking of the two proposals, we selected iArchives, largely because of their competitive pricing and proven track record. As part of the RFP process, we required vendors to convert a sample reel of the *Bennington Evening Banner* (September-December 1904). After signing the contract with iArchives, we worked with them to make a few minor modification to the sample batch. They returned a revised sample to us. After validating the sample content with the DVV, we performed quality review and shipped the content to LC on a hard drive on March 25.

Our production team has completed inventory and metadata collation for an additional estimated 7,000 pages for the two titles that concluded Phase 1: the *Banner* (September 1904-December 1908) and *Caledonian* (1885-1890) titles. We plan to complete inventory for *Le Patriote canadien* in April. These three titles will comprise the content of our first Phase 2 batch – an estimated 8,000 pages – for Chronicling America.

In addition to ramp up for Phase 2, we received notification from LC that four remaining batches of Phase 1 content were accepted. These final batches were approved by LC in December and January, and ingested into Chronicling America in March.

Batch Newfane contained replacement files for three reels of the *Vermont Phoenix* (1836-1849). In the course of reviewing this title for digitization, VTDNP staff discerned that there were two separate titles. There was an original *Vermont Phoenix* in Brattleboro, VT that ran from 1834 to 1851. Between 1852 and 1854 there were various other titles in Brattleboro that were not directly related to the original *Phoenix*. Then, in 1855 a new *Vermont Phoenix* was born, starting with new numbering and a new publisher. We consulted with LC about the change and received authorization to create a new CONSER catalog record and to revise the existing record to reflect the two distinct titles. Subsequently, in June 2012, we submitted replacement files for 1836-1849 (approximately 2100 frames on three reels) on Batch Newfane to match digital content with the corresponding LCCN(s) in the catalog records. In January 2013, the Project Director was contacted by LC and asked to revisit the cataloging decisions with Vanessa Mitchell, a CONSER cataloger at LC. After much correspondence, and close (re)examination of the CONSER and USNP cataloging rules, Vanessa revised the cataloging into a single CONSER record – which incorporates the title history (from 1934 to 1955) and de-duplicates other records in the database, while preserving the LCCN to the digital content. The resubmitted content on batch Newfane was returned to us unused. The original content that had been submitted in earlier batches remains in Chronicling America, linked to catalog record that preserves the original LCCN used for digitization. A title essay was submitted for Phoenix, and approved by NEH, but has not been loaded into Chronicling America. Our project historian wrote to Deb Thomas at LC on March 28 to ask for clarification on whether or not revisions will be needed to the essay so it can be linked to the appropriate catalog record for the *Phoenix*.

Our Phase 1 deliverables include fourteen batches, with 36 titles comprising 12 title families from 10 of Vermont's 14 counties, totaling 129,940 pages ingested into Chronicling America as of March 2013. We have also contributed CONSER catalog record updates for all 36 titles, to include a 530 note and 856 URL to title-specific issues that are available on Chronicling America.

For full Phase 1 delivery details, please see the VTDNP ***delivery schedule table***, under question 6.

5. Do you have any questions or comments regarding the use of the tools provided by LC (Digital Viewer Validation)?

We haven't encountered any issues with the DVV this quarter. The VTDNP and our vendor have kept up to date with the latest versions of the DVV. We have encountered no bugs or batch problems resulting from the DVV.

6. Provide an update on your planned schedule for delivery of digital assets to the NDNP repository. *Include anticipated number of files to be delivered and planned means of delivery or transfer. (Keep in mind the delivery deadlines noted in the Cooperative Agreement Document, but also take into consideration your own resources and workflow plans. LC requests that you plan to deliver new data monthly, with one batch per hard drive. Batches that have been submitted and require rework should be shipped to LC as soon as fixes are complete (send more than one hard drive at a time, if needed).*

Our sample reel of content for the *Bennington Evening Banner* (September to December 1904), 309 pages, was shipped to the Library of Congress on March 25. We understand that the sample batch must be approved by LC before we can enter into Phase 2 production.

We have compiled a list of Phase 2 titles, which is included as a file attachment to this report: ***VTDNP_Phase2_title_selections-for-LC-2013-Mar-30.pdf*** .

Our production crew has completed inventory and metadata collation for an estimated 7,000 pages for the two titles that concluded Phase 1: the *Banner* (September 1904-December 1908) and *Caledonian* (1885-1890) titles. We plan to complete inventory for *Le Patriote canadien* in April. These three titles will comprise the content of our first Phase 2 batch – an estimated 8,000 pages – with a projected delivery date to the Library of Congress in June 2013.

The Project Director will schedule a meeting with iArchives representatives and incoming Phase 2 Project Librarian, Erenst Anip, in early April to establish a production schedule.

As of March 2013, all Phase 1 content has been ingested into Chronicling America.
The VTDNP Phase 1 production schedule was completed as follows:

VTDNP Phase 1, 2010-2012 – Schedule of Deliverables

Batch Name	Pages	Duplicate negative shipped to vendor for digitization	Hard drive with project files delivered to LC
Adamant	9,217	05/17/2011	06/30/2011
Burlington	11,128	06/17/2011	07/26/2011
Charlotte	10,643	07/14/2011	08/15/2011
Danby	10,971	08/03/2011	09/21/2011
Eden	10,567	08/22/2011	11/07/2011
Foxville	10,056	09/21/2011	12/12/2011
Graniteville	9,746	10/14/2011	01/31/2012
Hortonia	7,857	11/11/2011	02/29/2012
Irasburg	10,353	12/07/2011	03/19/2012
Jamaica	10,731	01/24/2011	04/30/2012
Killington	10,473	02/16/2012	08/07/2012*
Londonderry	7,396	03/23/2012	07/24/2012
Montpelier	8,037	05/01/2012	08/27/2012
Newfane	**	08/03/2011	06/14/2012
Orwell ***	2,765	02/24/2012	09/21/2012
Totals:	129,940		

*Batch Killington, originally submitted on June 4, 2012, was resubmitted on August 7, 2012.
**Batch Newfane contained replacements for re-cataloged *Vermont Phoenix* files, but ultimately was returned to us unused; CONSER revised the catalog record.
*** Batch Orwell contains files for the *Vermont Watchman.*

Essays for these titles are displaying in Chronicling America: *Vermont Farmer,* the *Windham County Democrat*, the *Vermont Transcript* family (2 titles), the *Spirit of the Age* family (3 titles) and the *Rutland Daily Globe*.

Projected delivery for remaining Phase 1 title essays is as follows:

April 15: *Middlebury Register*, *Vermont Watchman*
May 1: *Rutland Herald*, *Burlington Free Press*
May 15: *Saint Johnsbury Caledonian*, *Bennington Banner*

We have two questions/concerns about title essays that have been submitted and are not displaying:

(1) We note that the essay for the *Rutland Daily Globe* (currently in Chronicling America) should be linked to content for the *Rutland Weekly Globe*. Can LC make this link, or are revisions needed to the essay from our end, so that this essay will display with both titles?

(2) Likewise, the title essay for the *Vermont Phoenix* is not displaying. The LCCN numbers in the essay that were submitted, and approved and forwarded to LC by Ralph Canevali, reflected cataloging changes that were subsequently revised by CONSER. If the *Phoenix* essay needs revision, can someone notify Prudence Doherty prudence.doherty@uvm.edu of what is needed?

7. State briefly the status of any other digitized newspaper activities in your or collaborating partners' institutions (non-NDNP-funded).

There are no further updates on activities since our last report, though there is keen interest on the part of the Advisory Committee for greater statewide activity in this area. We are using ScanPro 2000 microfilm readers to evaluate film and collate the metadata for the VTDNP. Sally Blanchard, the former Digital Support Specialist, did a detailed report last year that analyzed ScanPro 2000 digitization capabilities for potential in-house digitization beyond NDNP. Although the ScanPro is a powerful tool that has gained popularity for microfilm use in public service areas around New England, Sally's report concluded that they are not the ideal tool for large-scale microfilm-to-digital conversion.

The State Library (VTLIB) has developed a Request For Proposals (RFP) to microfilm current newspapers from the last five or six years and expects there will be some kind of digital byproduct. This RFP, which has been documented in previous reports, is still in the works. VTLIB is searching private-sector companies to complete a one-time reformatting of the five-year backlog of newspapers they have. The new paradigm for obtaining microfilm is to scan the originals and produce the microfilm from the scans. As the permanent repository of Vermont newspapers, VTLIB's priority is long-term preservation, and microfilm is still considered suitable, over digital formats for that purpose. Nonetheless, VTLIB plans to retain rights to any digital products produced during the microfilming procedure. The scope of this project is estimated to be around 293,000 images.

8. Please provide copies of or URLs for any public presentations or publications on topics related to your participation in NDNP (or describe future plans for such).

Presentations and publications since the start of the Phase 1 grant have been chronicled in previous reports. I am also adding these to the eGMS "products" portal. Activities since September 1 include:

- Prudence Doherty, produced an interactive map of all Vermont newspapers digitized for Chronicling America under the Phase 1 grant (released on March 17, 2013): http://vtdnp.wordpress.com/interactive-map-vermont-newspapers-by-region/

- Jerry Carbone, Director of the Brooks Memorial Library in Brattleboro, and member of the VTDNP Advisory Committee, wrote an editorial, "On newspapers, history, and the *Reformer*" for the *Brattleboro Reformer*, which was published on March 19, 2013 (p. 4). The article congratulates the *Reformer* on its centennial anniversary and reflects on newspapers, access, and preservation. Carbone gives kudos to the VTDNP, NEH, LC, and Chronicling America: http://library.uvm.edu/vtnp/publicity/brattleboro_reformer_20130319_4.pdf

- The Vermont Digital Newspaper Project Advisory Committee Briefing Book – Phase 2. Revised in the fall of 2012, the Briefing Book provides an overview of the Vermont Digital Newspaper Project, serves to guide Advisory Committee members in the selection of newspapers on microfilm to be digitized, and offers suggestions for other activities that might be pursued by the Advisory Committee. It also includes a tutorial on using Basecamp Project Management software, an essential tool for project communication. Title lists, ranking form, and Vermont history timelines are also included within the PDF as file attachments. http://library.uvm.edu/vtnp/VTDNP-BriefingBookRev20121121.pdf

- Using Chronicling America and Other Freely Available Online Newspapers for Genealogical Research presented by Tom McMurdo at a meeting of the Genealogical Society of Vermont on October 20, 2012 in South Hero, Vermont. http://library.uvm.edu/vtnp/VT_Genealogical_Society_McMurdo_2012_Oct_20.pdf

- NDNP Lightning Talk: Promoting the Vermont Digital Newspaper Project to Different Audiences presented by Tom McMurdo and Birdie MacLennan at the National Digital Newspaper Program Awardee Conference at NEH, Washington, DC, September 27, 2012.

- "The Vermont Digital Newspaper Project: Making Historical Newspapers Available on the Web," September 2012. This promotional video provides information about the VTDNP and NDNP mixed with interviews with people who use Chronicling America for their research. The video was produced at the University of Vermont by VTDNP Digital Support Specialist Sally Blanchard, with Project Librarian, Tom McMurdo, and UVM Reference Librarian and Liaison to the History Department, Daisy Benson.

In Progress / Future Plans:

- "Chronicling America / Chronicling Vermont: Historic Newspapers @ the Library of Congress," a 50 minute presentation to be given by Birdie MacLennan (UVM), Tom McMurdo (VTLIB), and Chris Kirby (Ilsley Public Library, Middlebury) at the Vermont Library Conference in Colchester, Vermont on May 21, 2013. The presentation will provide an overview of historic Vermont newspapers on Chronicling America. We will demonstrate search strategies around historical themes in Vermont newspapers of the 19th and early 20th centuries — alongside with other states' newspapers covering similar themes or topics.

- "The Vermont Digital Newspaper Project and the National Digital newspaper Program: Cooperative Efforts in Long-Term Digital Newspaper Access and Preservation," [a peer-reviewed paper] by Birdie MacLennan and Tom McMurdo, accepted by *Library Resources & Technical Services* (*LRTS*) [forthcoming in v. 57 (July 2013)].

Request for high resolution images from content developers

On August 20, 2012 Tiffany Hagger, from Apograph Productions in Brooklyn, NY wrote as a researcher working on a PBS documentary called *The Abolitionists*: "I'm in need of an article from the Burlington Free Press from 3/1/1850. The article is headlined 'California and Slavery.' I found it online at the LOC digital newspaper website, but we're hoping to find a higher resolution. Would you be able to provide us with a digital scan by today or tomorrow?"

The high resolution image was sent, along with a request that the source material be attributed to Chronicling America. *The Abolitionists* aired on PBS in January 2013. Sure enough, the image that we contributed appeared! They used the *Burlington Free Press* "California and Slavery" headline that begins "Chapter 12 – The Great Compromise," – at approximately 1:25 into the video. We posted a blog article about it: http://vtdnp.wordpress.com/2013/01/21/pbs-documentary-the-abolitionists-and-a-headline-from-vermont/

9. Describe any follow-up issues or questions you would like convey to the NDNP program committee.

We have two questions/concerns about title essays that have been submitted and are not displaying:

(1) We note that the essay for the *Rutland Daily Globe* (currently in Chronicling America) should be linked to content for the *Rutland Weekly Globe*. Can LC make this link, or are revisions needed to the essay from our end, so that this essay will display with both titles?

(2) Likewise, the title essay for the *Vermont Phoenix* is not displaying. The LCCN numbers in the essay that were submitted, and approved and forwarded to LC by Ralph Canevali, reflected cataloging changes that were subsequently revised by CONSER. If the *Phoenix* essay needs revision, can someone notify Prudence Doherty prudence.doherty@uvm.edu of what is needed?

Please submit to NEH via e-GMS with a copy to ndnptech@loc.gov, by March 31, 2013.

Supporting Documents

File Attachment 1: *Vermont Digital Newpaper Project Phase 2 Title List, 2012-2014 (VTDNP_Phase2_title_selections-for-LC-2013-Mar-30.pdf)*

File Attachment 2: *VTLIB-Amendment to Letter of Support Year Two 10.12.12.pdf*

APPENDIX A — VTDNP-Phase 2 (2012-2014) Timeline for Project Milestones

Schedule for Project Milestones	Date	Status/Notes
Project Ramp-Up (Initial Organization & Set-up)		
Set up account infrastructure with the University	Sept. 2012	Completed
Attend NDNP Awardee conference(s) at NEH and LC	Sept. 2012	Tom McMurdo, Chris Kirby, and Birdie MacLennan attended the 2012 meeting at the end of September.
Hire a Project Librarian	Nov. 2012-Feb. 2013	National search conducted. Erenst Anip hired as

		Project Librarian, to begin April 1, 2013.
Purchase or acquire necessary equipment including: two additional 1 TB hard drives, 6 TB external hard-drives for back-up, film resolution target.	Apr. 2013	Ongoing. Working with IT people to procure secure UVM network storage (dark archive) for digital content. Will purchase two additional 1 TB hard drives to ship content. Will purchase two additional 6 TB hard drives for back-up storage for duration of grant.
Develop & refine web presence (website, blog, facebook, etc.) -for VTDNP.	Sept. 2012-Feb. 2013	Blog and facebook presence established in Feb. 2011: http://vtdnp.wordpress.com/ and http://www.facebook.com/pages/Vermont-Digital-Newspaper-Project-VTDNP/169536416425273. VTDNP website launched in October 2011. http://library.uvm.edu/vtnp/. These sites are regularly updated.
Present Phase 2 title lists to Advisory Committee; make selections.	Oct.-Nov. 2012	We presented Phase 2 potential title selection lists to our Advisory Committee in October, and met with them in November to select titles. The Advisory Committee selected 22 unique titles in 13 title families, totaling an estimated 121,000 pages. The Phase 2 title list is appended to this report.
Prepare RFP for vendor selection for microfilm duplication and digitization.	Oct. 2012	Completed. Our RFP was submitted to UVM's Procurement Services in Oct. 2012. The deadline for vendor proposals was Nov. 30. Digitization contract awarded to iArchives, March 2013.

Advisory Committee / Title Selection		
Confirm Advisory Committee members (regional representation) for Phase 2 selection.	Aug.-Sept. 2012	Completed. 12-member Advisory Committee confirmed and in place (Fall 2012). (http://vtdnp.wordpress.com/state-advisory-committee/).
Prepare guidelines/materials for the Advisory Committee, including revised Briefing Book, Phase 2 potential title selections, selection criteria, ranking form, newspaper samples, Vermont timetables with historical Vermont events.	Sept.-Nov. 2012	Completed. Materials prepared & distributed to Advisory Committee, Nov. 2012, including VTDNP Advisory Committee Phase 2 Briefing Book, title list of geographically-diverse Vermont newspapers within scope of grant, ranking form, timelines with Vermont historical events.
Begin preliminary technical inspection of significant titles with extended holdings (5,000+ pages) for microfilm quality and digitization suitability.	Sept. 2012-	Ongoing. We have continued technical inspection for Bennington Banner and Caledonian family of titles that were started at the end of our Phase 1 production; and planned to continue into Phase 2. We have completed inventories for approximately 7,000 pages of content in the Bennington evening banner and Caledonian family of titles.
Re-establish Advisory Committee communications infrastructure, using Basecamp for group discussion and	Sept. 2012	Completed. While most of the same Advisory Committee members renewed their commitments into Phase 2, we added two new members; Basecamp use was particularly active during the title selection process (Sept.-Nov. 2012) and remains the preferred

documentation.		tool for Advisory Committee communications.
Convene Advisory Committee meeting(s)	Oct.-Nov. 2012	Completed. Advisory Committee met in person at UVM, with Skype teleconferencing to AC colleagues in Brattleboro who could not attend, Nov. 16.
Select titles; create title list for Phase 2 film evaluation.	Nov. 2012	Completed title rankings and selections at the Advisory Committee meeting at UVM on Nov. 16. VTDNP-Phase 2 will deliver digital content for 22 unique titles for 13 title families published between 1836 and 1922.

Vendor Selection, Evaluation of Microfilm & Metadata Creation		
Select vendor(s) for microfilm duplication, digitization & OCR.	Oct. 2012.-Mar. 2013	Completed. RFP was distributed in October 25. Vendor proposal deadline was November 30. iArchives awarded digitization contract, Mar. 2013.
Develop tracking system (spreadsheet) for microfilm reels.	Jan. 2011-Aug. 2012; Sept. 2012-	Ongoing. A tracking system (spreadsheet) was established during Phase 1 (Mar. 2011-Sept. 2012); it needs to be revisited and updated as Phase 2 production gets underway.
Develop procedural workflows with vendor for worksheet (spreadsheet) to record description, technical, structural and administrative metadata	Apr. 2013-	We have a worksheet that was developed with iArchives for Phase 1 workflows.
Hire digital support specialist (.5 FTE, as defined in grant proposal)	Apr.-June 2013	Still to-do. Position description is in place. A search group will be put into place in April to develop selection criteria, review applications, conduct interviews, and contact references for finalists. Projected start date: June or July 2013.
Allocate additional .3 FTE from existing UVM cataloging/metadata staff to support evaluation of film & metadata collation and to bolster production.	May 2013-	Still to-do. Three cataloging/metadata have been trained in microfilm inspection and metadata collation, and will start as soon as we have a green light from LC on production.
Conduct technical inspection of selected materials for suitability for digitization.	Sept. 2012-	Underway. Approximately 7,000 pages of film from the Bannington evening banner and Caledonian family of titles has been completed. Phase 2 production will get underway as soon as the sample batch is approved.
Collate 1N (master negatives) frame-by-frame; record descriptive and structural metadata in spreadsheet, per appendix A of the NDNP technical guidelines.	Oct. 2012-	Completed sample reel and shipped to LC on March 25; additional inventory completed for Bennington banner and Caledonian. Production will resume under Phase 2, following the go-ahead from LC.
Report technical analysis of available microfilm for optimal scanning.	Oct. 2012-	Underway/Ongoing.

For materials passing technical inspection (i.e., meeting image quality indicators), send 1N microfilm to vendor for duplication. Vendor will prepare microfilm print negative (2N) of the master negative.	Oct. 2012-	Underway/Ongoing.
Repeat cycle through list of prioritized titles until 100,000 pages of quality microfilm are identified.	Oct. 2012-	Underway/Ongoing.
Establish production schedule with agreed-upon timetable for sample and final files.	Apr. 2013-August 2014.	Phase 2 production schedule to be established with iArchives in April 2013. Goals: ~8,000-10,000 pages per month: May 2013-April 2014.

Essays		
Special Collections Librarian (P. Doherty) engaged to write 500 word essays for each title digitized. (titles selected by advisory cmte)	July 2010-	Ongoing. P. Doherty is conducting research on titles selected for this grant period.
Send initial essay(s) to NEH for review and comment; revise as needed.	June 2011-ongoing	Ongoing. Title essays for the *Vermont Farmer,* the *Windham County Democrat*, the *Rutland Daily Globe,* the *Vermont Transcript,* the *Windham County Democrat,* and the *Spirit of the age* family of titles have been added to Chronicling America. Other Phase 1 titles in progress, with anticipated delivery dates as follows:. Middlebury Register, Vermont Watchman (April 15); Rutland Herald, Burlington Free Press (May 1); Caledonian, Bennington Banner (May 15)

Publicity/Outreach		
Develop overall marketing strategies, including press releases, presentations, and community outreach throughout the state.	Sept. 2012-ongoing	See narrative for list of press releases and outreach activities. We are also submitting these activities directly to NEH through the eGMS web portal.

Digitization, Processing and Conversion by Vendor		***Full production efforts launched in May, following selection of digitization vendor***
Produce duplicate silver negative (2N) microfilm from each 1N reel.	Oct. 2012-	In process/ongoing. Duplicate negatives have been produced for: the *Bennington evening banner* the *Caledonian* family of titles, as well as for our first non-English content: *Le patriote canadien* and *Cronaca sovversiva*. (approximately 46,800 frames)
Inspect 2N reels for quality resolution and density for scanning.	Oct. 2012-	In process/ongoing.

Send 2N reels to vendor to scan at a minimum of 400 dpi and in 8-bit grayscale; images will be cropped and deskewed.	April or May 2013	Sample reel converted by vendor.
Additional structural and technical metadata will be supplied by vendor.	May 2013-	
Deliverables will include: Tiff 6.0 and JPEG 2000 for each page image; OCR text and bounding boxes; PDF image with hidden text; METS objects with descriptive, structural and technical metadata, per NDNP Technical Guidelines.	May 2013-	.
Deliverables will be divided into batches to fit on 1 TB external hard drive (ca. 10,000 pages per drive)	May 2013-	
Batches will be validated using NDNP validation software.	May 2013-	
Vendor will deliver batches to VTDNP staff at UVM for quality inspection.	May 2013-	
Initial test batch will be prepared and sent to LC. (Mar. 2013)	Mar. 2013	In process/ongoing. Sample batch shipped to LC, March 2013.

Quality Review		
Validate batch using NDNP validation software	March 2013-	Validated sample batch.
View full images for inspection of every first and last page of each reel, and approximately every 6 images, including all first pages of each issue.	March 2013-	Inspected selected pages from sample reel.
Correct any problems with vendor and modify batch, as needed.	March 2013-	
Send validated files to LC, per NDNP Technical Guidelines for delivery of digital assets.	March 2013-	Sample batch shipped to LC, March 25.

Delivery to Library of Congress		
Deliver monthly batches of approximately 10,000 pages per batch (or hard drive)	June 2013-	

Deliver silver negative microfilm reel duplicates at close of project.	November 2012	All batches for VTDNP Phase 1 have been ingested into Chronicling America. Three boxes of duplicate negatives from the Phase 1 (2010) award were shipped to LC, and received on November 9, 2012.
LC validates content and makes available on Chronicling America website & maintains 2N microfilm.	Dec. 2012-Mar. 2013	Remaining four batches of Phase 1 digital assets were accepted by LC in December 2012 and January 2013; ingested into ChronAm in March 2013. Phase 1 totals: 14 batches with 36 titles (129,940 pages) available in Chronicling America.

Cataloging		
CONSER records for newspaper titles will be updated, with 856 field linking to digital newspapers (OCLC, VTNP, DOLcat, UVM catalogs)	Summer 2011-March 2013	As needed / ongoing. The University of Vermont maintains CONSER authorization that was obtained for the USNP-based Vermont Newspaper Project. We have contacted Les Hawkins (CONSER) and also reviewed documentation on the NDNP wiki for updating CONSER records in OCLC. All Phase 1 titles have been updated: including 36 catalog record updates with URLs to digital issues on ChronAm; records completed in OCLC between August 2011 and March 2013.

Reports and Progress		
Semi-annual progress reports will be delivered to NEH (Feb. 2011, Sept. 2011, March 2012)	Feb. 2011-Sept. 30, 2012 March 31, 2013	All Phase 1 interim progress reports were submitted as scheduled. This report will be submitted on or before Mar. 31, 2013.
Proposal for NEH Supplementary Funding request (for continued NDNP funding) due, January 2014.	Fall 2013-Jan. 2014	We will assess feasibility for a VTDNP Phase 3 proposal (projected for 2014-2016)
Final performance and financial reports will be submitted to NEH in November 2012	Nov. 2014	The final report will be submitted in 2014 at the conclusion of Phase 2.

Post Project		
LC will return hard drives with digitized newspapers	July 2013-	All hard drives from Phase 1 have been returned from LC.
Hard drives with back-up content: ~6 Terabytes of digitized newspapers: can content be repurposed for CDI, or other state digital newspaper initiative (beyond NDNP)???	2012-	To address the immediate need for back-up storage, we purchased two La Cie, and on Western Digital 6 TB external hard drives in May. Phase 1 content is stored in triplicate as a dark archive on these three drives. We are working with IT to obtain secure dark archive storage on the UVM campus network for Phase 1 and Phase 2 content. VTDNP continues to assess the feasibility of repurposing NDNP digital content for a Vermont digital newspaper platform.

Semi-Annual Performance Report

Report ID: 107154

Application Number: PJ5003808

Project Director: Marlys Rudeen (marlys.rudeen@sos.wa.gov)

Institution: Washington State Library

Reporting Period: 3/1/2012-8/31/2012

Report Due: 9/30/2012

Date Submitted: 9/14/2012

NDNP Awardee Interim Performance Report

(March 1, 2012—August 31, 2012)
NEH Award Number: **PJ-50038-08**
NDNP State: Washington
Submitted By: Shawn Schollmeyer
Report Date: September 14, 2012

INTERIM PERFORMANCE REPORT NARRATIVE

1. Describe any changes that you have made or that you anticipate making in the project work plan or methodology from the award proposal submitted to the competition.

During the 2010-12 award cycle the decision was made to bring the processing work in-house to minimize the time delay of shipping drives to our vendor, Content Conversion Specialists (CCS) in Romania. This was an improvement, but there were also factors of training local staff in the software, a steep learning curve and additional processing steps. It turned out to be a good decision and we have a much better understanding of where we can improve film evaluation, collation, page processing and OCR preparation.

For the 2012-14 award cycle we will continue to keep the digital assets on local servers, but send files for the first two processing steps to Romania via the docWorks system on FTP server. Once the master files are loaded locally, we will review them for duplicate pages and image quality then, the FTP system will load the files for the first two steps of processing in the CCS docWorks software. This will include minimal de-skewing and also zoning page images for text and illustration to allow for the best OCR readings. Images will then be sent back through the docWorks system for us to complete the remaining page structure and date verification steps.

This change was briefly described in the 2012-14 proposal, but in further detail, our plan is to allow time for better quality processing. First of all the Romania team is very quick in performing the initial steps of the docWorks workflow. But what we found is that while most of the image pages go through the system without OCR rejects, we would still like to improve the overall OCR quality and can use local time more effectively correcting names and headlines for better search results. This is particularly useful on page images where the quality of the original did not allow for a sharp image of the text during file creation steps. Second, with the experience we have gained and the stability of not having the steep learning curve that we did last year, we will have more time to prepare batches for shipment.

We are also waiting to hear from CCS regarding future changes to docWorks which may affect our workflow. One of the early challenges in verifying batch data against our metadata is the process which the evaluation data we collected on Excel spreadsheets had to be converted to an Access database. The number of areas in which Excel and Access would automatically format dates and numbers added considerable time to correct for the data conversion and verification steps. It would sometimes take as much as a day due to data corruption. We found the spreadsheets also needed to be divided to correspond with the specific LCCNs contained on the batch. We asked CCS to improve this process and we are waiting to hear back if a workflow change will be implemented soon.

2. Please describe any selection or film acquisition/evaluation activities during the performance period.

While researching material needed to create the informational essay for *The Ellensburg Dawn* [sn88085012, sn88085011], we found there were three issues printed earlier than we originally believed to be the beginnings of the title. By working closely with the University of Washington and supporting student staff with an onsite office, we were able to scan the three issues beginning in 1893 from the University's Special Collections department. The three volumes, containing one issue each, had been bound together and cataloged as a monograph rather than a serial. We corrected the cataloging information in UW, WSL, and LC catalogs to reflect the title variations and mark it as part of the same title series.

We then worked with UW's Special Collections and Digital Collections departments to determine the best method for capturing the pages digitally while maintaining the best access to the physical material. We worked with CCS to set up a "print" project in docWorks to align pages and add OCR metadata. The pages were included in our last batch, batch_wa_lacamas, to upload to the Chronicling America collection.

3. Describe any specific award activities that have taken place between collaborating institutions in your state.

Through our partnership with the University of Washington we are able to maintain an office in Suzzallo Library where two student staff can work on microfilm evaluation, wiki updates, essay research and docWorks processing. We select the students based on their interest in digital projects as well as skills that fit the needs of the project. As the program coordinator I am onsite three days a week to answer questions from UW library staff and guide student staff on the project specifications. We also use this location to collaborate with UW's Information School. We are in the process of advertising a Directed Fieldwork Position, a type of internship for MLIS students, to provide practical knowledge of the digital conversion process so students can gain career experience before they graduate.

This partnership has been a great opportunity to show off the Chronicling America program. I'm happy to say many staff librarians tell me they're already using the CA website. This has also been a great opportunity to see other newspaper digitization projects that UW is working on. One example is the Hokubei Hochi Foundation, a non-profit organization promoting the rich history of Japanese Americans in the Puget Sound area. They are in the process of defining the scope and needs of the project which echoes our early efforts of NDNP. Through the experience we have gained in selecting software for processing NDNP inventory; evaluating newspaper and film conditions; and determining asset storage needs we are able to share this valuable experience with our partners and their partners.

4. Describe specifically your progress in conversion and/or vendor selection (attach documentation as desired).

The conversion process was quite slow and several software challenges created considerable delay. One was due to a program upgrade during the early phase of batch collation. New to the docWorks software program to begin with, the upgrade occurred in the middle of creating our second batch and caused inconsistencies in the export of the data. The software was developed to create structural and OCR metadata for books, serials, and other media and it had not been thoroughly tested for the NDNP project. There were also training issues that arose due to limited documentation, but our vendor did send an engineer to our location to help fill in information not included in the manuals and set up bi-monthly phone

conferences to help close the time zone gap between Seattle and Bucharest, a ten hour time difference. In order to better meet customer needs CCS added a systems engineer position in Texas for technical support. This decision by our vendor has been invaluable to help resolve issues that arose from the upgrade in the NDNP environment; however it delayed our batch a month before we could ship it.

The docWorks program is good about indicating errors, but the messages are cryptic in that they don't indicate the source or type of error in natural language. There were some messages only decipherable to a systems engineer that might take the user a few minutes to fix, but we still needed to post the error message to the SharePoint log site. Our contact in Romania would then send the error message to their development team in Germany causing another 24-48 hour wait for a response or solution. I have asked for a log of common error messages and troubleshooting help, but don't know if that will be forthcoming.

The software had been upgraded in part to resolve a problem with missed JPEG2 files, which worked, but then we began to find other files were missed during exports. Issue page files and targets were occasionally missed or duplicated during export so we began to review the number of directories and file count to make sure all the targets and derivatives were present and no additional files or directories were created when we made corrections and re-exported content.

Occasionally technical targets would fail to appear in the delivery directory and a re-export would irregularly cause a duplication of standard targets. The docWorks system leaves the original targets and rather than writing over the files with the same images, it would create a new set of standard targets with a new set of file names. A certain amount of batch surgery was then needed or a re-export of several issues with their target files. I was able to figure out this problem with the aid of Nathan Yarasavage after most of our batches had been shipped out.

Overall the docWorks system does very well in workflow management and data export. We have learned more about establishing some parameters around when to perform upgrades and ways to improve communication with the support team. We have also created our own documentation and workflow guidelines for our specific NDNP environment. We will continue to grow these documents as the software is updated or workflow requirements change.

5. Do you have any questions or comments regarding the use of the tools provided by LC (Digital Viewer Validation)?

In order to thoroughly investigate the details of the data quality, I found that using the DOS commands were more accurate and easier to understand than the GUI version. Having the commands listed on the LC wiki was extremely useful and once familiar with the commands used most often, I was able to find any potential errors quickly to resolve most of the issues that came up. It would be helpful to have a list of common error messages to determine where to look for problems in batch or reel data, such as a missing date or target, though Nathan Yarasavage has been very helpful in narrowing down problems to resolve them in a timely manner.

6. Provide an update on your planned schedule for delivery of digital assets to the NDNP repository. Include anticipated number of files to be delivered and planned means of delivery or transfer. (Keep in mind the delivery deadlines noted in the Cooperative Agreement Document, but also take into consideration your own resources and workflow plans.

Once we were able to overcome several challenges presented by moving some of the processing in-house; filling the vacant coordinator position; and resolving some of the upgrade issues we encountered, we focused solely on getting the batches out. The coordinator position was vacant for over two months and the software upgrade occurred in February, delaying us even further. We were not able to focus on promotional activities during that time, but we were able to ship 2-3 batches per month to meet the required schedule of 100,000 pages to be delivered by the end of August.

For the next grant cycle, we have a much better understanding of potential delays and estimated time it takes to complete a batch, however, our new goal will be to begin batch shipments to LC sooner and build in trouble-shooting and communication time. Training and support are conducted via SharePoint site and bi-monthly phone communications to the CCS team in Romania. We will have a new contact to work with there, but our intent is to be clearer in setting upgrade implementation times and make sure that upgrades are not done during active batch work. This should cause fewer problems with inconsistent data within a batch.

We have roughly 25,000 page files that are ready to be processed which will also help us with an early start on delivery requirements. We are waiting for CCS to determine if changes will need to be made for the next NDNP grant cycle so we can begin processing as soon as the software is ready. These files are the rest of the *Seattle Star* [sn87093407], part of which was included the 2010-12 grant.

Some additional evaluation was done in the last cycle for the *Seattle Post-Intelligencer* [sn83045604] while we had additional student resources to do so. This will be our next title for processing, so we have a head start on the evaluation phase which we will complete by spring of 2013. We anticipate that with one additional title being selected for 2012-14, *The Morning Olympian* [sn88085352], we should be able to complete the evaluation phase this spring so we can begin sending out the evaluated reels to Backstage Library Works for Digitization. We will investigate the possibility of sending reels out earlier.

7. State briefly the status of any other digitized newspaper activities in your or collaborating partners' institutions (non-NDNP-funded).

We are continually adding to our Digital Collections catalog at the Washington State Library. Our volunteers add subject headings on the article level to create a searchable database and minimal processing is done using the DJVU image database, but it allows patrons to view and print historic materials. Our newest titles to be added are the *Mason County Journal,* Shelton, Wash. [sn88085081] May 17, 1889 – 4/19/1901 and *Northwest Enterprise,* Anacortes, Wash. [sn8805204] March 25, 1882 – March 13, 1886.

We are also excited to have completed the scanning phase of our International Workers of the World (IWW) collection that includes some samples of IWW newspapers to be posted online by the end of this month. This specific collection was used at the Everett Massacre trial in 1917. Our NDNP selected titles *The Labor Journal* (Everett, WA) [sn88085620], and the *Seattle Star* reported on the confrontation between the Wobblies and local authorities, in 1916, resulting in 7 deaths and 50 people wounded, so this is a significant title for our collection.

As mentioned in section three, we do some consulting with the University of Washington's Hokubei Hochi project. The non-profit organization will be digitizing post World War II Japanese language newspapers to preserve Japanese American history and culture in the Puget Sound area. Through early discussions we have provided information to help them select a reasonable number of pages to scan for a pilot project; whether to create metadata on the article or page level; and consider needs for online storage and access based on our experience over the last four years. They will move forward with a smaller number of pages to test the process and train initial staff and volunteers. This pilot project will then be used to help them seek additional funding to digitize a larger number of pages in the future.

8. Please provide copies of URLs for any public presentations or publications on topics related to your participation in NDNP (or describe future plans for such).

At this time our main promotion of NDNP is through the Washington State Library blog and our wiki. As a learning exercise for our library student staff and interns, I have begun asking for a quarterly contribution to the blog. Our first article was posted in August from first year student, Ashley Fejeran, and it has been a steady winner, currently in our blog stats as a "top ten" web hit for September. We have also submitted this to our UW Libraries contact, Glenda Pearson, for consideration in the Libraries' newsletter. Ashley has since been asked to write a similar article about her NDNP experience for the UW student ALA chapter.

http://blogs.sos.wa.gov/library/index.php/2012/08/how-digitizing-is-changing-my-life-ashley-fejeran/

In October, I'll be presenting Chronicling America resources at the Washington Library Media Association (WLMA) conference in Yakima. This presentation, entitled "Chronicling Washington: Washington State Library's Digital Initiatives" will mostly focus on the Chronicling America website and how to search historic Washington newspapers, but it will also highlight some of our other digital collections such as Washington Rural Heritage, historic maps, and primary resources from the 1800s. We'll use examples from these primary resources to illustrate how they can be used in K-12 classrooms to support the new Common Core goals being implemented in Washington State over the next few years. Attendees often bring their computers to the conferences which will allow for an interactive discussion at the end of the presentation.

http://www.sos.wa.gov/library/digcolls.aspx

There are also some early discussions surrounding a joint presentation at the Washington Library Association/Oregon Library Association joint conference in the spring of 2013. The presentation, or possibly a panel discussion, would lean toward digital and online technologies common between our two states. We are still in the process of identifying Oregon partners and best approach to this topic.

9. Describe any follow-up issues or questions you would like convey to the NDNP program committee.

In my first year with the NDNP I have found our contacts in Washington, DC very helpful in sharing the technical expertise I needed to get quickly up to speed. I'm looking forward to meeting the NEH team, LC leads and fellow awardees as well as another two great years of sharing our newspaper content on the Chronicling America website.

Please submit to NEH via e-GMS with a copy to ndnptech@loc.gov, by September 30, 2012.