

**Full Grant Proposal
Library Services and Technology Act FFY 2015**

This form is available for download in Microsoft Word on our web site via:
<http://www.oregon.gov/osl/LD/Pages/LSTAcomp.aspx>. Proposals not meeting the following conditions will be returned. Use 12 point Times New Roman with one inch margins. Hard copy must be **single-sided**. Do not change the words on this form. The deadline for receipt of the full proposal is **5:00 pm on Friday August 15, 2014**.

Part I: General Information

1. Project title: Next Generation Newspaper Preservation
2. Applicant: University of Oregon
3. Mailing Address: c/o Sponsored Projects Services, 5219 University of Oregon, Eugene, OR 97403-5219
4. Contact person: Karen Estlund, Phone: 541-346-1854, Email: kestlund@uoregon.edu
5. Fiscal agent (if different than applicant): Brad S. Shelton, Interim Vice President for Research and Innovation, 541-346-5131, sponsoredprojects@uoregon.edu
6. Project URL (if any): <http://oregonnews.uoregon.edu>
7. U.S. Congressional District: 4th
8. DUNS number: 948117312
9. List geographic target area to be served by the project: Oregon and world-wide
10. Estimated number of persons benefiting from the project: 10,000 per month
11. Description of persons benefiting from the project: Oregonians and researchers around the globe
12. List partnering organizations. All partnering organizations must also sign section IV.1. See instructions for guidance on partners versus participants.
13. Project abstract (one paragraph):

Next Generation Newspaper Preservation will provide the base equipment and infrastructure to continue to preserve Oregon's newspaper content through digitization as microfilming infrastructure becomes obsolete. Following the recommendation in the Oregon State Library consultant's report, "Oregon's Digital Collections: Recommendations," this project extends the existing Oregon Digital Newspaper Program, which is primarily a microfilm digitization program to-date, by developing a process for preserving Oregon's newspapers through direct digitization. The Next Generation Newspaper Preservation will acquire the equipment needed for direct digitization, work with three different Oregon newspapers to create a model digitization

workflow for preservation, and develop a cost model of digitization for preservation of and access to Oregon’s newspapers.

- 14. Provide the text of the single most relevant goal from the *Five-Year State Plan 2013-2017* that will be addressed by the grant project.

Goal 2: Use technology to increase capacity to provide library services and expand access

- 15. Briefly describe how the LSTA project will continue after the grant ends, especially noting local support.

The scanning will be incorporated into the toolkit and processes for continuing to provide access to Oregon’s history through newspapers, increasing the opportunity for partnerships with other heritage organizations around the state in digitizing newspaper content from respective local areas.

- 16. List letters of support for the project (name, affiliation) that are attached to this application. Do not include letters from project partners listed in #11.

- Mary Jane Cedar Face, Collection Development and Social Science Librarian, Southern Oregon University
- Gary Dielman, President, Baker County Library Board of Directors
- Larry Landis, Director, Special Collections and Archives Research Center, Oregon State University Libraries and Press
- Geoff Wexler, Library Director, Oregon Historical Society

PLEASE FILL IN THE FOLLOWING INFORMATION ABOUT THE ANTICIPATED LENGTH OF YOUR GRANT PROJECT:
 (Check applicable boxes)
 THIS IS THE 1st YEAR OF A ONE YEAR GRANT PROJECT
 2nd YEAR TWO YEAR
 3rd YEAR THREE YEAR

For projects that are multi-year be sure to include an estimate of the funds anticipated to be needed for the future years in the budget discussion.

THIS IS PRIORITY 1 OF THIS ORGANIZATION’S PROPOSALS

Part II: Project Budget

Proposed project budget (use this format only – do not alter):
(Double click on the table to enter data. Before closing the table, be sure to scroll to the top of it)

Item	Local Cash	Local In-kind	LSTA	Total
Personnel		\$12,796		\$12,796
Benefits		\$4,164		\$4,164
Travel				\$0
Equipment	\$12,800		\$100,000	\$112,800
Supplies	\$530			\$530
Contractual	\$11,800			\$11,800
Library Materials				\$0
Total Direct Charges	\$25,130	\$16,960	\$100,000	\$142,090
<i>Indirect Charges</i>	\$1,508	\$1,018	\$6,000	\$8,526
Total Budget	\$26,638	\$17,978	\$106,000	\$150,616

*** If requesting indirect charges, you MUST attach the relevant portion of a current federally-approved indirect cost plan.*

Proposed second year LSTA amount: ___ n/a ___ Proposed third year LSTA amount: ___ n/a ___

Part III: Project Narrative

(Attach additional pages. See the criteria for grant proposal evaluation in the Grant Guidelines as well as the Grant Application Instructions for more information on this section.)

A. Background of Applicant (describe the agency's ability to undertake this project)

The state's largest library system, the University of Oregon (UO) Libraries is also the second largest library in the Pacific Northwest. With holdings of approximately 3 million volumes and 18,000 current serial titles, the library is also the state's only member of the Association of Research Libraries. The UO library system consists of the main library, Knight Library, and branches for Architecture and Allied Arts, Science, Mathematics, and Law. Additionally, off-campus libraries serve the Portland architecture program and the Oregon Institute of Marine Biology. The system's staff includes 55 professionals and 100 classified staff, as well as student assistants.

The Libraries have assumed a leadership role within the state in the areas of bibliographic control, digital collections, preservation, and resource sharing. The UO Libraries are committed to collaboration and cooperation to maximize the utility of historic and scholarly resources in the region and throughout the nation.

Within the Libraries, the Digital Scholarship Center (DSC) department provides intellectual and virtual access to the Libraries' digital collections. It also has primary responsibility for the creation of digital surrogates of library materials to be used in digital collections and exhibits. DSC staff have considerable expertise in the application of a variety of metadata standards (MARC, Dublin Core, etc.); the creation and application of controlled vocabularies and thesauri; the digitization of a variety of analog materials; and the maintenance of a variety of software applications for the organization of materials. The UO Libraries' digital collections available through DSpace, Hydra, Drupal, and the LC Newspaper Viewer software, currently number over 4.5 million digital objects in multiple collections, with new items being digitized and added every week.

The Oregon Newspaper Project (ONP) at the University of Oregon has been providing access and preservation for Oregon’s newspapers since the 1950’s. The Oregon Digital Newspaper Program (ODNP) began in 2009 and has delivered over 650,000 pages of digitized newspaper content to the public through Historic Oregon Newspapers online at <http://oregonnews.uoregon.edu>. Karen Estlund, the head of the Digital Scholarship Center, has overseen library digitization projects for eight years, including newspaper digitization and leader newspaper digitization efforts in Oregon through ODNP, and is experienced with national and international best practices for digitization, metadata, preservation, and content delivery. Sheila Rabun, ODNP Project Manager, has worked with the ODNP for four years, coordinating the successful completion of four major newspaper digitization grants and local community-funded newspaper digitization projects from sixteen partner organizations.

B. Detailed statement of problem

The University of Oregon (UO) Libraries has been microfilming and preserving Oregon’s newspapers since the 1950s. These microfilms have been an invaluable resource for libraries in the state of Oregon, providing access to Oregon’s history, and have been the foundation of the Oregon Digital Newspaper Program. Microfilming equipment, supplies, and expertise to repair the tooling are nearing extinction. Parts are no longer available, film and chemicals are hard to find, and technicians no longer know how to repair the equipment, which is in constant need of maintenance. In addition, public libraries have been lobbying the staff at the UO to not only digitize more historic newspaper content, but to also provide digital access to current newspapers as opposed to receiving content on microfilm, and many have started to cancel microfilm subscriptions. As noted in the recent report, “Oregon’s Digital Collections: Recommendations” by DC Plumer Associates, these concerns are expressed across the state in wanting access to content and felt across the country in struggling to maintain microfilming services.

While the UO Libraries houses the state’s extensive master microfilm collection, large portions of historic newspaper content are missing from the collection, and the filmed images of many of the titles are in poor condition. Local public libraries, newspaper publishers, and other heritage groups have contacted the ODNP to digitize historic content from print volumes of the following titles, which represent missing or poor condition content:

- Tillamook Public Library: *Tillamook Herald*, *Tillamook Headlight*, and *Headlight-Herald*
- Santiam Historical Society: *Stayton Standard* and *Stayton Mail*
- Springfield Museum: *Springfield Times*
- Echo Museum: *Echo Register*
- Deschutes Public Library: *Redmond Spokesman* (publisher has full archive)
- Baker Heritage Museum: *Bedrock Democrat* and *Weekly Bedrock Democrat*
- Aurora Colony Historical Society: *Aurora Observer*

In a 2013 survey of historic print newspaper holdings around the state, we identified 124 titles in 11 counties, dating back to 1856, that are either missing from UO’s microfilm collection or in too poor of condition to digitize from film.

- C. *Describe the proposed solution that the project will implement. Indicate the project goal, and the quantified objectives that will be used to measure whether the goal is accomplished. Describe the activities that will be undertaken to meet each objective. (include timeline)*

Following the recommendation of DC Plumer Associates, we would like to acquire a large-format planetary scanner capable of digitizing print newspapers directly. This equipment may also be used for subsequent needs around the state including maps, architectural drawings, and other rare large-format items.

GOAL

To develop a process for preserving Oregon’s newspapers through direct digitization.

OBJECTIVES

1. Create a model digitization workflow for preservation
2. Develop a cost model of digitization for preservation of and access to Oregon’s newspapers

ACTIVITIES

All activities will be conducted by Karen Estlund (KE) and Sheila Rabun (SR) with the assistance of student workers.

1. Request proposals for large-format planetary scanner and select scanner through state guidelines for large equipment purchases – February 2015 (KE)
2. Install scanner and equipment training at UO – March 2015 (KE & SR)
3. Confirm copyright agreements, as needed for any non-public domain content, with three Oregon newspaper publishers for public access through Historic Oregon Newspapers (<http://www.oregonnews.uoregon.edu>) – February 2015 (KE)
4. Digital Production in batches of 1,000 pages per month – March 2015 – September 2015 (student workers under the direction of SR)
 - a. Dis-bind newspapers if possible and perform any conservation needed on pages
 - b. Create metadata and collate newspapers
 - c. Digitize newspapers, perform OCR, and run derivatives according to the Guidelines for Digital Newspaper Preservation Readiness and National Digital Newspaper Program technical specifications
 - d. Perform quality control on digital surrogates using Digital Viewer & Validator software created by the Library of Congress
 - e. Load digital surrogates onto digital preservation server system
5. Add digitized newspapers to Historic Oregon Newspapers online – June 2014 – November 2015 (KE & SR)
6. Model best practices and track costs, including time estimates for staff and file sizes – March 2015 – September 2015 (SR)
7. Create sustainability module, which may include whether or not a cost recovery model is necessary, and set up projections – October 2015 (KE & SR)
8. Finalize cost models and best practices to make recommendations for project expansion – December 2014 – January 2016 (KE & SR)

Received _____

Proposal # _____

TIMELINE

Task	2015												2016	
	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Request proposals for equipment														
Install scanner and equipment training														
Confirm copyright agreements														
Digital Production (batches 1,000 pages)														
Dis-bind & conservation														
Metadata and collation														
Digitization, OCR, & derivatives														
Quality Control														
Load onto preservation servers														
Add to Historic Oregon Newspapers online														
Model best practices and track costs														
Create sustainability model														
Finalize cost model and best practices														

D. Budget narrative

We are seeking funds from LSTA for:

- Large-format planetary scanner: scanner, book cradle, and glass plate: \$100,000
- Indirect costs (6%)

The scanner costs are based on a quote from Kirtas for the SupraScan QUARTZ A1 HD planetary scanner. Prior to purchasing the scanner, the UO Libraries team will conduct a competitive purchasing process and acquire the best equipment at the most affordable price to accomplish our goals.

The UO Libraries will provide cost share for staffing:

- .05 FTE of the Head, Digital Scholarship Center (Karen Estlund) for nine months (winter term 2015, summer 2015, and fall 2016) - \$77,868 base salary and 49% OPE
- .10 FTE of the Oregon Digital Newspaper Program (ODNP) Project Manager (Sheila Rabun) for the project duration. - \$45,000 base salary and 63% OPE
- Three student workers to perform the digitization and production work at 10 hours a week each for 20 weeks at the Library Student Assistant (\$9.50/hour) and 1% OPE

The UO Libraries will also contribute cash toward the scanner costs: book holder accessory: \$5,300; light table accessory: \$7,500; 23" flat screen monitor: \$530; annual maintenance agreement (1 year): \$5,300; training and installation: \$3,000; shipping: \$2,000; and travel for trainers: \$1,500.

The UO library will also provide cost share for the associated F&A for cost share items at \$2,526.

CONTINUING COSTS POST-AWARD

The University of Oregon Libraries is committed to continuing state support for newspaper digitization and will continue to pay the annual maintenance agreement for the scanner for up to three years and then re-evaluate the cost / benefit of the maintenance agreement. Major efforts during this grant period will be committed to creating a sustainability plan for continuing to archive and preserve Oregon's history through newspaper digitization.

The digital storage requirements for newspaper surrogates digitized in this grant represent less than 1% of the current UO Libraries digital preservation system and 7% of Historic Oregon Newspapers online and can easily be absorbed into the larger sustainability of those systems, which the Libraries has committed to maintain.

E. Evaluation method

OUTCOMES

1. Successful addition of content from three newspapers from around the state to Historic Oregon Newspapers online, totaling 5,000 pages.
2. Completion of defined cost model and best practice guidelines for newspaper digitization

INDICATORS

1. Visits to Historic Oregon Newspapers website increase 20% in the regions represented by the titles comprising the 5,000 pages of newspaper content added to Historic Oregon Newspapers site over the first year following the content being added to the public site
2. Three new partnerships established with public libraries, historical societies, and/or local newspapers in Oregon to digitize print newspaper content for 2015-2016

PUBLICITY

The Next Generation Newspaper Preservation project will be publicized across the state through various channels, including regular updates and announcements on the Oregon Digital Newspaper Program blog (www.odnp.wordpress.com), blurbs in the Oregon Library Association (OLA) Hotline newsletter, announcements in the Oregon Heritage Commission bulletin, and email announcements to the Libs-Or listserv, in addition to email correspondence with our various existing and potential partners across the state.

Part IV: Certification of Application

1. Documentation of project support. Partners listed in Part I, number 12 must sign. The grant applicant signs IV.3.d. If the fiscal agent is different than the applicant, they sign IV.3.e.

I HAVE READ THE PROPOSAL PRESENTED ON THE PRECEDING PAGES. I AM AWARE OF THE OBLIGATIONS THAT PARTNERSHIP IN THE PROPOSED PROJECT WOULD ENTAIL. BY MY SIGNATURE I CERTIFY MY ORGANIZATION'S COMMITMENT TO SUPPORT THE PROPOSED PROJECT AS DESCRIBED IN THE PRECEDING PAGES.

<i>Name</i>	<i>Library/Organization</i>	<i>Signature</i>	<i>Date</i>
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Not Applicable

2. Certification for Children’s Internet Protection Act
Public and public school library applicants, and consortia with public or school members **must** check one of the options below (a, b, or c).

a.	The applicant public or public school library has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. Every computer connecting to the Internet, public and staff, is filtered. The filter can be disabled upon request of adults.
b.	<i>(for consortia only)</i> Prior to using any LSTA funds to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or a public school library, the applicant consortium or group will collect and retain a duly completed Internet Safety Certification from every constituent public library or public school library in accordance with requirements of Section 9134(f) of the Library Services and Technology Act. Every computer connecting to the Internet, public and staff, is filtered. The filter can be disabled upon request of adults.
c. X	The requirements of Section 9134(f) of the Library Services and Technology Act do not apply to the applicant library because no funds made available under the LSTA program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet for a public library or public school library that does not receive discounted E-Rate services under the Communications Act of 1934, as amended.

3. Certification of the grant applicant and/or fiscal agent (if different than applicant)

- a. I affirm that the jurisdiction or organization (henceforth, ORGANIZATION) is the designated fiscal agent for the project described in this application and is empowered to receive and expend funds for the conduct of the proposed grant project.
- b. I affirm that the information contained in this application is true and correct and that the ORGANIZATION for which I am an official has authorized me to submit this application for LSTA grant funds.
- c. I affirm that if this application were to result in the ORGANIZATION being awarded grant funds to carry out the project described in this application, that the ORGANIZATION would comply with all of the federal and state requirements for the administration of LSTA grants, including part IV.2 above and allowable costs described in Appendix B of the General Information and Grant Application Guidelines, Library Services and Technology Act.

d. Signature of grant applicant

Maira R. Kiltie
Name of official authorized to enter into contractual agreements for the ORGANIZATION

Sr. Assistant VP for Research/Chief of Staff
Title

[Signature] 8/3/14
Signature Date

SponsoredProjects@uoregon.edu
Email

541.346.5131
Phone number

e. Signature of fiscal agent (if different than applicant or if applicant is not a 501(c)3 or legally established entity or if applicant does not have contract authority for the ORGANIZATION)

Name of official authorized to enter into contractual agreements for the ORGANIZATION

Title

Signature Date

Email

Phone number

This form must be received at the State Library no later than 5:00 p.m. on Friday, August 15, 2014.

Email a Word or PDF of your proposal to ann.reed@state.or.us. It is fine if you are not able to include letters of recommendation or appendices in the electronic copy. The electronic copy does not substitute for the hard copy original. Hard copy must be **single-sided**. The hard copy original of this form with signature must be received at the State Library no later than **5:00 pm on Friday, August 15, 2014. Faxed copies will not be accepted.** There are no exceptions. If requesting indirect costs, attach appropriate sections of a federally- approved indirect cost plan.

Mail or deliver one copy of your application to:

Library Development Services
Oregon State Library
250 Winter St., NE
Salem, OR 97301-3950

**Full Grant Proposal
Library Services and Technology Act FFY 2015
Attachments**

Project title: Next Generation Newspaper Preservation

Applicant: University of Oregon

1. Federally Negotiated F&A Rate Agreement
2. Staff Resumes
 - a. Karen Estlund
 - b. Sheila Rabun
3. Letters of Support
 - a. Mary Jane Cedar Face, Collection Development and Social Science Librarian, Southern Oregon University
 - b. Gary Dielman, President, Baker County Library Board of Directors
 - c. Larry Landis, Director, Special Collections and Archives Research Center, Oregon State University Libraries and Press
 - d. Geoff Wexler, Library Director, Oregon Historical Society



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center
Financial Management Service
Division of Cost Allocation

DOA Western Field Office
80 7th Street, Suite 4-800
San Francisco, CA 94103

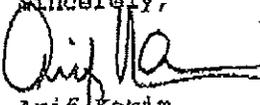
DEC 14 2011

Kimberly A. Espy
VP Research & Innovation
University of Oregon-Eugene, OR
203 Johnson Hall
Eugene, OR 97403-1266

Dear Ms. Espy:

A copy of an indirect cost Negotiation Agreement is attached. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government. Please have the Agreement signed by a duly authorized representative of your organization and return it to me BY FAX, retaining the copy for your files. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost proposal together with supporting information are required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on your fiscal year ending 06/30/13, is due in our office by 12/31/13.

Sincerely,

Arif Karim
Acting Director

Attachment

PLEASE SIGN AND RETURN THE NEGOTIATION AGREEMENT BY FAX

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN:
 ORGANIZATION:
 University of Oregon-Eugene, OR
 1266 University of Oregon 203 Johnson
 Hall
 Eugene, OR 97403-1266

DATE: 12/08/2011
 FILING REF.: The preceding
 agreement was dated
 05/19/2008

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%) LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	07/01/2011	06/30/2012	42.00 On-Campus	Organized Res.
PRED.	07/01/2011	06/30/2012	26.00 Off-Campus	Organized Res.
PRED.	07/01/2011	06/30/2012	53.00 On-Campus	Instruction
PRED.	07/01/2011	06/30/2012	26.00 Off-Campus	Instruction
PRED.	07/01/2011	06/30/2012	29.00 On-Campus	Other Spon Act.
PRED.	07/01/2011	06/30/2012	23.80 Off-Campus	Other Spon Act.
PRED.	07/01/2012	06/30/2014	45.00 On-Campus	Organized Res.
PRED.	07/01/2012	06/30/2014	26.00 Off-Campus	Organized Res.
PRED.	07/01/2012	06/30/2014	59.40 On-Campus	Instruction
PRED.	07/01/2012	06/30/2014	26.00 Off-Campus	Instruction
PRED.	07/01/2012	06/30/2014	30.70 On-Campus	Other Spon Act.
PRED.	07/01/2012	06/30/2014	24.30 Off-Campus	Other Spon Act.

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PROV.	07/01/2014	Until Amended		(A)	

*BASE

Modified total direct costs, consisting of all salaries and wages, fringe benefits, materials, supplies, services, travel and subgrants and subcontracts up to the first \$25,000 of each subgrant or subcontract (regardless of the period covered by the subgrant or subcontract). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, student tuition remission, rental costs of off-site facilities, scholarships, and fellowships as well as the portion of each subgrant and subcontract in excess of \$25,000.

(A) Use same rates and conditions as those cited for fiscal year ending June 30, 2014.

ORGANIZATION: University of Oregon-Eugene, OR
AGREEMENT DATE: 12/08/2011

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

DEFINITION OF OFF-CAMPUS

An off-campus rate is applicable to those projects conducted in facilities not owned or operated by the University, which include charges for facility rental as a direct expenditure and for which more than 50% of the project salaries and wages are for effort conducted in the rental facility.

DEFINITION OF EQUIPMENT

Equipment is defined as tangible nonexpendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

The following fringe benefits are treated as direct costs:
FICA, WORKERS COMPENSATION, MEDICAL/DENTAL/LIFE INSURANCE, LONG-TERM DISABILITY, UNEMPLOYMENT, EMPLOYEE LIABILITY INSURANCE, EXECUTIVE DEPARTMENT DIVISION & EMPLOYEE RELATIONS BOARD ASSESSMENT, AND RETIREMENT.

ORGANIZATION: University of Oregon-Eugene, OR

AGREEMENT DATE: 12/08/2011

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rates would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognate agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. Upon the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-31 Circular, and should be applied to grants, contracts and other agreements covered by this circular, subject to any limitations in A above. The organization may provide copies of this Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate lines to identify the proper amount of facilities and administrative costs allocable to those programs.

BY THE INSTITUTION:

University of Oregon-Eugene, OR

(INSTITUTION)

Kimberly Andrews Espy

(SIGNATURE)

Kimberly Andrews Espy

(NAME)

VP for Research/Innovation

(TITLE)

12-22-11

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Arif Karim

(SIGNATURE)

Arif Karim

(NAME)

Acting Director, Western Field Office

(TITLE)

12/8/2011

(DATE) 2002

SWR REPRESENTATIVE:

Cory Coleman

Telephone:

(415) 437-7020

Karen M. Estlund

University of Oregon Libraries
Eugene, Oregon

(541) 346-1854
kestlund@uoregon.edu

EMPLOYMENT

Digital Scholarship Center, Head, Associate Librarian, University of Oregon Libraries
University of Oregon, Eugene, Oregon (2012-present)

Digital Library Services, Head, Associate Librarian, University of Oregon Libraries
University of Oregon, Eugene, Oregon (2011-2012)

Digital Collections Coordinator, Assistant Professor, University of Oregon Libraries
University of Oregon, Eugene, Oregon (2007-2011)

Interim Head of Digital Technologies, Assistant Librarian, J. Willard Marriott Library
University of Utah, Salt Lake City, Utah (2006-2007)

Adjunct Professor, Communication Department (Introduction to Web Design)
University of Utah, Salt Lake City, Utah (2006-2007)

Technology Instruction Librarian, Assistant Librarian, J. Willard Marriott Library
University of Utah, Salt Lake City, Utah (2005-2006)

EDUCATION

Ph.D. Communication and Society, In Progress, University of Oregon, Eugene, Oregon

M.L.I.S. (Masters of Library and Information Science), 2005, University of Washington,
Seattle, Washington

B.A. Classics (Ancient Greek History), 2001, Reed College, Portland, Oregon

SELECTED PUBLICATIONS

Johnson, T., and K. Estlund. (January 2014). "Recipes for Enhancing Digital Collections with Linked Data." *The Code4Lib Journal*, 23. <http://journal.code4lib.org/articles/9214>

Briston, H., and K. Estlund. (October 2010). "From Passive to Active Preservation of Electronic Records." *Ariadne*, 65. <http://www.ariadne.ac.uk/issue65/briston-estlund>

Herbert, J. & K. Estlund, (Aug 2008). "Creating Citizen Historians." *Western Historical Quarterly*, 39(3), 333-341. <http://hdl.handle.net/1794/9915>

Estlund, K. & A. Neatrou. (Nov/Dec 2007). "Utah Digital Repository Initiative: building a support system for institutional repositories." *D-Lib*.
<http://www.dlib.org/dlib/november07/neatrou/11neatrou.html>

SELECTED PRESENTATIONS

"Fostering a Graduate Research Community with Digital Scholarship Programs and Services" with Andrew Bonamici. Coalition for Networked Information (CNI) spring meeting, St. Louis, Missouri, March 2014.

"Two Institutions, Two Perspectives, One Partnership: Evaluation, Collaboration, & Creation of New Services in Digital Scholarship & Publishing" with Evviva Weinraub Lajoie. CNI spring meeting, San Antonio, Texas, April 2013.

"Transitioning Digital Library Services to Support Data Curation." American Library Association Mid-Winter Meeting, Association of College & Research Libraries, Digital Curation Interest Group, Seattle, Washington, January 2013.

"Oregon Digital Newspaper Program Assessment" with Sheila Rabun. National Digital Newspaper Program Annual Meeting, Washington, D.C., September 2012.

"Fembot: Reinventing Scholarly Production and Communication" with Carol Stabile. CNI. Baltimore, Maryland. April 2012.

"Current DAMS In 3D: Access, Storage, And Preservation" with Joanna Burgess. Online Northwest. Corvallis, Oregon. February 2011.

"Publishing Historic Newspapers with NDNP Tools" with Dan Chudnov and Nathan Yarasavage. *Pre-conference*. Code4lib. Bloomington, Indiana. February 2011.

"Guiding a Campus through the Transition to a Paperless Records System" with Heather Briston. *Poster presentation and peer-reviewed short paper*. International Conference on Preservation of Digital Objects (iPRES), Vienna, Austria. <http://hdl.handle.net/1794/10756>. September 2010.

"Creating a Flexible Preservation Infrastructure for Electronic Records" with Heather Briston. *Poster presentation and peer-reviewed short paper*. The European Conference on Research and Advanced Technology for Digital Libraries (ECDL), Glasgow, Scotland. <http://hdl.handle.net/1794/10755>. September 2010.

"Collaboratively mapping the Mongolian Altai" with Ken Kato and Jacob Bartruff. Western Association of Map Libraries Spring Meeting, Eugene, Oregon. March 2010.

GRANTS

Project Director

Oregon Digital Newspaper Program. Oregon State Parks Cultural Trust. September 2013. \$20,000.

National Digital Newspaper Program (Oregon). National Endowment for the Humanities. July 2013. \$235,000.

Oregon Digital Newspaper Program. Institute of Museum and Library Services, Library Services & Technology Act. June 2012. \$45,000.

National Digital Newspaper Program (Oregon). National Endowment for the Humanities. August 2011. \$325,000.

Oregon Digital Newspaper Program: In-house Microfilm Digitization. Institute of Museum and Library Services, Library Services & Technology Act. June 2011. \$106,000.

Oregon Digital Newspaper Program. Oregon State Parks Cultural Trust. June 2010. \$36,046.

National Digital Newspaper Program (Oregon). National Endowment for the Humanities. July 2009. \$365,393.

Oregon Digital Newspaper Program. Oregon State Parks Cultural Trust. May 2009. \$145,000.

Oregon Digital Newspaper Program. Institute of Museum and Library Services, Library Services & Technology Act. February 2009. \$220,763.

National Digital Newspaper Program (Utah). National Endowment for the Humanities. July 2007. \$247,478.

Utah State-wide Institutional Repository. Institute of Museum and Library Services. Library Services & Technology Act. January 2006. \$73,188.

Project Team Member

Petrarch's Early Manuscripts and Incunabula in the Oregon Petrarch Open Book. ACLS Digital Innovation. September 2012. \$85,000.

Petrarch's Canzoniere: The Oregon Open Book Project. National Endowment for the Humanities. August 2010. \$49,978.

Planning for Northwest-Wide Access to Digitized Primary Sources. Institute for Museum Library Services Collaborative Planning Grant. October 2008. \$38,844.

Digitizing Archaeological Collections from Mongolia's High Altai Region. National Endowment for the Humanities. July 2007. \$316,693.

Education

- June 2011 **University of Oregon** Eugene, Oregon
Master of Arts in Folklore
Emphases in Sociology and Environmental Studies
GPA: 3.99
- December 2007 **St. Edward's University** Austin, Texas
Bachelor of Arts in Communication: Rhetorical Studies
Minor: International Relations, focus on Latin America
Honors Program
GPA: 4.0

Proficiencies

- Project Management
- Promotional Outreach/Presentations
- Quality Control and Troubleshooting
- Academic Research and Writing
- Proofreading and Editing
- METS XML Editing
- Microsoft Office Suite
- Basecamp
- Google Analytics
- WordPress
- Drupal 7
- Final Cut Pro
- Adobe Photoshop
- Adobe Acrobat Pro

Experience

- Jan. 2014 – present
- UNIVERSITY OF OREGON LIBRARIES** Eugene, OR
Project Manager – Oregon Digital Newspaper Program (ODNP)
- Overseeing entire digitization workflow for over 120,000 pages of newspaper content, including organization, tracking, quality review, monitoring budgets and invoice payments, assessment, and promotional outreach for Historic Oregon Newspapers online (<http://oregonnews.uoregon.edu>)
- Additional activities:*
- Student Supervisors Group, Training Committee, 2014
 - Chair, Library Staff Association (LSA) Events Committee, 2014
- Jan. 2012 – Dec. 2013
- UNIVERSITY OF OREGON LIBRARIES** Eugene, OR
Project Coordinator – ODNP
- Planned and facilitated digitization logistics, quality review, and accurate and timely delivery of over 300,000 pages of content for Historic Oregon Newspapers
- Additional activities:*
- Classified Staff Advisory Committee (CSAC), 2012-2013
 - LSA Social Committee, 2012-2013
 - Student Supervisors Group, Training Committee, 2013
 - Chair, LSA Events Committee, 2013

Oct. 2011 – present

JWALKINGLADY MAGAZINE ONLINE Eugene, OR

Web Manager

- Maintaining online publication of independent, semi-periodical art and photography magazine via Drupal Gardens (www.jwalkingladymagazine.com)

May 2011 – Sept. 2011

Jan. 2010 – Sept. 2010

UNIVERSITY OF OREGON LIBRARIES Eugene, OR

Digital Library Services Graduate Student Employee

- Researched copyright status, located, scanned, and organized content, and produced metadata guide for prospective Chaïm Perelman digital collection; provided microfilm collation and historical essays for the ODNP; and assisted with theses and dissertation scanning for Scholar's Bank

Sept. 2010 – Dec. 2010

UNIVERSITY OF OREGON FOLKLORE PROGRAM Eugene, OR

Graduate Teaching Fellow – Discussion Leader for Intro to Folklore class

- Assisted with curriculum creation, hosted mandatory group study and discussion sessions for undergraduate students, provided individual help, and graded papers and tests

Sept. 2009 – Dec. 2009

April 2011 – June 2011

RANDALL V. MILLS ARCHIVES OF NORTHWEST FOLKLORE Eugene, OR

Graduate Teaching Fellow – Archivist

- Accessioned new projects, digitized collection restrictions, inventoried department assets and fieldwork equipment, assisted with quality review of files for the Northwest Folklife Digital Collection, and assisted students/researchers with archive materials

Jan. 2007 – May 2007

ST. EDWARD'S UNIVERSITY Austin, TX

Supplemental Instruction Leader – Academic Enrichment and Tutoring Services

- Served as teaching assistant for undergraduate American History course, organized and hosted tutorials and study sessions

Aug. 2006 – Jan. 2007

AUSTIN PUBLIC LIBRARY FOUNDATION Austin, TX

Intern – Communication Coordinator

- Managed office functions in the absence of a Director, scheduled and planned Executive Committee and Board meeting communications, recruited and organized volunteers, served as the Political Action Committee (PAC) liaison for successful "Libraries for Austin" bond election campaign

Presentations

April 17 & 18, 2014

Oregon Library Association (OLA) Conference Salem, OR

Promotional outreach for the Oregon Digital Newspaper Program

Feb. 10, 12, & 13, 2014

University of Oregon Libraries Student Assistant Training Eugene, OR
“Intro to Digitization and Copyright for Digital Collections,” with Julia Simic

Dec. 19, 2013

University of Oregon Libraries’ Staff In-Service Day Eugene, OR
“Take the Time: Staying Curious Through Change,” with Lydia Harlan and Tiffany VanPelt

Sept. 12, 2013

National Digital Newspaper Program Awardee Meeting Washington, DC
“Oregon Digital Newspaper Program: Statewide Partnerships and Potential Collaborations”

July 22, 2013

Oregon-California Trails Heritage Fair Clackamas, OR
Promotional outreach for the Oregon Digital Newspaper Program

Sept. 27, 2012

National Digital Newspaper Program Awardee Meeting Washington, DC
“Oregon Digital Newspaper Program Assessment and Statistics,” with Karen Estlund

Sept. 25, 2010

Engaging in the Preservation of Cultural Heritage (EPOCH) Student Symposium Austin, TX
Poster: “Defining Sacred Places: Religious Perspectives on Dzil nchaa si an (Mt. Graham), Arizona”

Publications

Jan. 2012 – present

All blog entries for the Oregon Digital Newspaper Program blog (<http://odnp.wordpress.com>) unless otherwise indicated.

Oct. 2012

“Oregon Digital Newspaper Program: Preserving History While Shaping the Future.” *Oregon Library Association Quarterly* 18.3, Fall 2012, p.14-20.
(http://www.olaweb.org/assets/OLAQ/olaq_18no3.pdf)

Nov. 2012

“Oregon Paves the Way for Women’s Suffrage.” *Chronicling America Dispatches*. Division of Preservation and Access, National Endowment for the Humanities. Nov. 15, 2012.
(<http://www.neh.gov/divisions/preservation/featured-project/chronicling-america-dispatches-oregon-paves-the-way-womens>)

Sept. 2011

Essays published on Historic Oregon Newspapers online
(http://oregonnews.uoregon.edu/history/essays_or/): *Bandon Recorder*, *Canyon City Grant County News*, *Cottage Grove Bohemia Nugget*, *Lakeview Lake County Examiner*, *Madras Pioneer*, *Oregon City Oregon Free Press*, *Roseburg Plaindealer*, *Springfield News* and *Lane County News*, *The Dalles Daily Chronicle*, *Tillamook Herald*, *Union Oregon Scout*, *Vale Malheur Enterprise*

June 2011

Birding and Sustainability at the Arcata Marsh and Wildlife Sanctuary: A Folkloric Analysis. Master’s thesis, University of Oregon Institutional Repository, Scholars’ Bank, June 2011.
(https://scholarsbank.uoregon.edu/xmlui/bitstream/handle/1794/11469/Rabun_Sheila_J_ma2011_sp.pdf?sequence=1)



TO: LSTA Advisory Council

FROM: Mary Jane Cedar Face
(cedarface@sou.edu; 541-552-6836)

Date: Thursday, August 7, 2014

Subject: Letter of support for the ONDP grant proposal

I am writing to express my strong support for the Oregon Digital Newspaper Project (ONDP) LSTA grant proposal to purchase a large format planetary scanner that would be used to digitize newspapers directly from print. The University of Oregon joined the National Digital Newspaper Program (NDNP) in 2009 with an initial grant from the National Endowment for the Humanities (NEH), matching funds provided by Oregon State Parks Cultural Trust, and cost share from the University of Oregon. Since that time, they have successfully created an invaluable historical resource and garnered additional grant funds.

Committed ONDP staff at Knight Library have developed the *Historic Oregon Newspapers* website which provides free, seamless, keyword-searchable access to over nearly 100 newspaper titles from all corners of the state. The historically significant content allows researchers, genealogists, historians, students, and the public to easily search and access these pre-1923 Oregon newspapers, and view high-quality images of the original newspapers. Enhancements to the site include resources for K-12 educators and historical essays that provide useful background about titles in the collection.

As a member of the ONDP Advisory Board that assisted in selection of titles for inclusion, I have seen firsthand the ONDP commitment to serving the research needs of constituencies throughout the state. Care has been taken at every step to ensure that the content is selected to be geographically and culturally representative, and to respond to community feedback and requests.

As we shift from microfilm to digital preservation of newspapers, this scanner will be essential for digitizing current newspapers as well as historic titles in print for which the existing microfilm is in poor condition, or for which no microfilm exists.

I appreciate your consideration of this very worthy grant proposal. Thank you.

Hannon Library
1250 Siskiyou Boulevard
Ashland, Oregon 97520-5045

T: 541.552.6860
F: 541.552.6429

1515 4th
Baker City, OR 97814
tubingen@eoni.com

Ms. Sheila Rabun
Project Manager, Oregon Digital Newspaper Program
University of Oregon Libraries

It's very good news that ODNP is applying for an LSTA grant to purchase a large format planetary scanner that would be used to digitize newspapers directly from print.

As you and I have discussed in the past, microfilm of Baker City's oldest newspapers is not of scannable quality. Therefore, in order to digitize Baker City's newspapers, a large format scanner will be necessary.

I fully support the application to LSTA.

Sincerely,

Gary Dielman

Member of ODNP Advisory Board
President, Baker County Library Board of Directors
Baker County Library Archivist/Curator
Baker County Local Historian



Special Collections & Archives Research Center
Oregon State University, 121 The Valley Library, Corvallis, Oregon 97331-4501
T 541-737-2075 | F 541-737-8674 |
<http://scarc.library.oregonstate.edu>

8 August 2014

Library Services and Technology Act Advisory Council
Library Development Services
Oregon State Library
250 Winter Street NE
Salem, OR 97301-3950

Dear Members of the Library Services and Technology Act Advisory Board:

The highly successful Oregon Digital Newspaper Program, coordinated by and housed at the University of Oregon Libraries, is poised to begin its next generation of newspaper digitization. This will consist of expanding the program to direct scanning of historical newspapers and current titles, in addition to the existing practice of digitizing newspapers on microfilm.

As a member of the program's advisory board, I am excited by the move to direct scanning, as it will enable the program to more quickly make historical newspaper content available online by not having to film papers for which no microfilm exists or re-film papers for which the existing microfilm is of poor quality. Another significant advantage of direct scanning is that the content will be available in color, enabling users to view the exquisite chromolithographs that appeared in many turn-of-the-20th century newspapers as well as other color content.

This shift will require an upfront investment in new technology in order for the ODNP to fulfill its mission. LSTA funds can help make the new technology possible by underwriting the cost of the large format scanner necessary to directly digitize newspapers. The end result will be online access to substantially more of our state's rich historical newspaper content. To that end, I fully support this proposal.

Sincerely,

A handwritten signature in black ink that reads "Lawrence A. Landis". The signature is written in a cursive style.

Lawrence A. Landis
ODNP Advisory Board member

Director, Special Collections & Archives Research Center
Oregon State University Libraries and Press



THE OREGON
HISTORICAL
SOCIETY
FOUNDED 1898

August 7, 2014

Ms. Sheila Rabun
Project Manager, Oregon Digital Newspaper Program
University of Oregon Libraries
Eugene, OR 97401

Dear Ms. Rabun:

I am writing to strongly support the Oregon Digital Newspaper Program's application for LSTA funds to purchase a large-format planetary scanner, to be used for the digitization of newspapers directly from hard copy.

This scanner will be of essential value for a number of reasons. With the rapid obsolescence of microfilm technology, digital copying has now become the standard form of reproduction, not only because of the superiority of images obtained directly from the original print materials (including color, which has been lacking in microfilm copies), but also for the tremendous advantages of storage ease and instant dissemination. Direct digitization will allow the program to greatly increase the volume of reproduction and allow for improved (and cheaper) access by subscribing libraries. Finally, the planetary scanner will provide for a greater level of preservation, facilitating the re-filming of newspapers that were previously microfilmed using poor standards. Many of these papers exist in serviceable hard-copy files throughout the state, and the ability to digitize them directly will be an essential aid to preservation.

From the perspective of the Oregon Historical Society, the purchase of this planetary scanner will greatly enhance our ability to provide our researchers with a widest assortment of Oregon newspapers possible. Newspaper research is among the most important interests of our patrons.

On behalf of the Oregon Historical Society, I strongly support your efforts to obtain LSTA funds to purchase this large-format digital planetary scanner, and I wish you success with your application.

With best wishes,

Geoff Wexler
Library Director

1200 SW PARK AVENUE, PORTLAND, OR 97205 503-306-5241
GEOFF.WEXLER@OHS.ORG