

**NDNP Awardee Interim Performance Report**  
(July 1, 2010–January 31, 2011)

**NEH Award Number:** PJ-50039-08

**NDNP State:** Ohio

**Submitted By:** Jenni Salamon, Project Coordinator

**Report Date:** February 28, 2011

**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.*

Several changes have been made to the project work plan established in the grant proposal for the National Digital Newspaper Program in Ohio. Staff turnover and the restructuring of the Ohio Historical Society resulted in, respectively, a vacancy for the Quality Control Technician position and changes to project staffing levels, as well as a shift in the overall timeline for several components of the project. The changes are outlined below:

- Vendor selection was completed in December 2010, rather than August 2010.
- The advisory board selected titles for digitization in December 2010, rather than September 2010.
- Asynchronous outreach projects (podcasts) to be released in March, May and June 2011, rather than September and December 2011 and May 2011.
- Synchronous outreach project (webinar) will still be released for fall 2011, but will now be aligned with the 2012 theme for History Day: Revolution, Reaction, Reform in History.
- Monthly shipment of digital and microfilm deliverables begin in February 2011, rather than September 2010.
- Technical project development shifted from September 2010 to February 2011 to align with time period during which monthly batch preparation, digitization and quality review begins.

These changes have been further outlined in an updated Work Plan and Production Schedule that has already been sent to the Library of Congress and the National Endowment for the Humanities. Despite these delays, we have met all project requirements, including the submission of a sample reel and selection list to the Library of Congress, prior to the January 31, 2011 deadline specified in the cooperative agreement. We also expect that we will be able to submit at least 25% of our digital content to LC by July, as is required by the cooperative agreement.

The methodology of the project as it relates to microfilm preparation, quality control processes and general workflow procedures remains the same as it was throughout the 2008-2010 grant cycle. One change was made to the Request-For-Proposal (RFP) process, in which all vendors were expected to process a sample reel as part of their proposals. Though this extended the vendor selection timeframe, this allowed us to meet the January 31, 2011 sample reel deadline. For more information about vendor selection, please refer to section 4.

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

The advisory board convened on September 14, 2010 to learn about goals and updates to the project, as well as to receive information related to newspaper selection for the 2010-2012 grant cycle. The advisory board was asked to select papers from the Civil War era, with the bulk of selected papers to cover the years between 1860 and 1880. As part of this meeting, the advisory board also selected the sample reel from a list of four abolitionist papers that would complement the Civil War era papers selected to comprise the bulk of our 100,000 page mandate. The *Anti-Slavery Bugle* (sn83035487), from January 5, 1850 to June 24, 1854, was selected.

A conference call was held on November 5, 2010 on which regional advisory board members provided updates on their selection processes. At the December 7, 2010 meeting, 34 papers representing 23 counties were identified for selection, pending additional quality checks.

During this time period, NDNP staff performed full pre- and post-duplication assessment of the sample reel (*Anti-Slavery Bugle*), including density readings and collation. In addition, preliminary quality checks were performed on all titles identified for selection at the December 7, 2010 meeting. These evaluation activities included the review of both positive use copies and master negatives, allowing staff to finalize the newspaper selection list by eliminating papers that had poor technical readings or other quality issues. Full density readings were taken on master negatives housed offsite, at the Bowling Green State University’s Center for Archival Collections Preservation Lab in Perrysburg, Ohio, including:

Title	LCCN	# of Rolls
Perrysburg Journal (series)	sn85026192, sn85026193, sn87076843	5
Hancock Jeffersonian (series)	sn85042591, sn85026034	5
Tiffin Tribune (series)	sn85026279, sn87076793, sn87076794	6

Ultimately, 26 papers spanning 1845 to 1894 covering 21 counties were added to the final selection list. Three of these papers are continuations of papers digitized under our previous grant cycle.

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

As discussed in section 2, the advisory board convened three times since the last report. Regional advisory board members, each representing one of the 10 Ohio Local History Alliance (OLHA) regions, were charged with compiling Top Five Lists comprised of significant papers from their regions. These lists were then used to guide selections at the December 7, 2010 meeting. Working with members of their local communities, including library staff, journalists, library patrons, history experts, members of Civil War Roundtables and genealogists, regional advisory board members identified over 50 papers as top picks. Their efforts to consult with members of their communities allowed the project to reach levels of local collaboration that would otherwise not have been possible.

In July, the “Newspapers Like Never Before” statewide workshop series was completed. These workshops highlighted the National Digital Newspaper Program and Chronicling America. For more information, please see section 8 and Interim Report #11.

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

In September, we renewed our contract with Bowling Green State University for microfilm duplication services. This in-state partnership was beneficial to our last grant cycle, as turn-around times for these services was generally no longer than 4 weeks, allowing us to meet our goal of producing one batch of deliverables per month.

A Request-For-Proposal (RFP) for microfilm scanning and metadata creation services was sent out in early September 2010. As part of their proposal, each vendor was to process a sample reel that would ultimately be sent to the Library of Congress. A sample reel of poorer quality was selected in order to determine how each vendor would overcome the unique challenges of working with older papers. A total of five vendors responded, and after reviewing the cost, deliverables and the overall proposal, NDNP staff decided to remain with iArchives, the company with whom we had worked during our 2008-2010 grant cycle.

In addition to producing high quality images and OCR, iArchives' low per image cost and pricing structure allowed us to include the additional service of several OCR enhancements, such as manual zoning and hand-keying of article headings and photograph captions. These techniques will greatly enhance the keyword-searchability of Ohio's digitized content, improving access to these newspaper pages. Since we worked with iArchives previously, our workflow process will be maintained. The sample reel was digitized in November 2010 as part of the RFP process and quality control on the reel was completed in early January 2011. It was sent to LC for review on January 12, 2011.

<b>Title</b>	<b># of Reels sent to Vendor</b>	<b># of Images Received</b>
Anti-Slavery Bugle (sn83035487)	1	936

The first batch of film for digitization under the 2010-2012 grant cycle is scheduled to arrive to iArchives in late February, and both iArchives and NDNP staff at the Ohio Historical Society are preparing accordingly.

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

NDNP staff have been experiencing some difficulties viewing PDFs in the newest iteration of the Digital Viewer and Validator (DVV Version: 1.4.3, Validator Version: 3.10), and the staff at LC has already been notified of these issues. In the mean time, we have set up temporary solutions so as not to disrupt our workflow.

6. *Provide an update on your planned schedule for delivery of digital assets for the award, including samples, 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).*

Monthly deliverables of approximately 8,000-10,000 images will begin in February, with the first batch to be delivered to the Library of Congress by the end of March or beginning of April 2011. Batches will arrive via external hard drive and continue monthly until the project is complete. The goal will be to submit one batch every 4 to 6 weeks. An anticipated batch schedule is provided below:

<b>Batch Name</b>	<b>Paper Titles</b>	<b>Approximate Image Count</b>	<b>Anticipated Date Sent to LC</b>
Ariel	Anti-Slavery Bugle Conservative South-eastern Independent Western Reserve Chronicle (series)	8000	March 2011
Borachio	Highland Weekly News Urbana Union Xenia Sentinel	9000	May 2011
Cobweb	Perrysburg Journal (series) Fremont Journal (series)	10000	June 2011
Desdemona	Cleveland Leader (series)	10000	July 2011
Edgar	Gallipolis Journal Holmes County Farmer	5000	August 2011
Feste	Belmont Chronicle (series) Holmes County Republican (series)	10000	September 2011
Guildestern	Jeffersonian Democrat Ashtabula Telegraph (series) Cincinnati Daily Press (series)	9000	November 2011
Horatio	Dayton Daily Empire (series)	7500	January 2012
Iago	Hancock Jeffersonian (series) Tiffin Tribune (series)	9500	February 2012
Jaques	McArthur Democrat Vinton Record Democratic Enquirer McArthur Enquirer Stark County Democrat	12000	April 2012
Kent	Ohio Statesman	10000	May 2012

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

NDNP staff have continued working with the Amherst Public Library to digitize additional years of the Amherst News-Times to the NDNP specifications. This is outside of the scope of NDNP, since issues published from 2002 to 2009 were digitized. In the coming months, this content will be added to the portions of this paper already available on Ohio Memory. The collection can be viewed at the following URL:

<http://www.ohiomemory.org/amherstnewstimes/>

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).*

As mentioned in section 3 and Interim Report #11, NDNP staff presented workshops in several locations across the state promoting the National Digital Newspaper Program and Chronicling America. Copies of these presentations, as well as a primary resource activity developed as part of these workshops, are available in the Presentations section on the National Digital Newspaper Program in Ohio Project Wiki (<http://ohsweb.ohiohistory.org/ondp/index.php?title=Presentations>).

To further promote awareness of the National Digital Newspaper Program and Chronicling America, NDNP staff has submitted presentation proposals to the 2011 Ohio Council for the Social Studies Annual Conference and the 2011 Ohio Library Council Convention and Expo. We are currently waiting to hear if the proposals have been accepted. If they are, these presentations will extend knowledge of the project to new audiences, such as educators and public librarians, who will be able to share this information with stakeholders in their communities.

Additionally, development on the podcasts and webinar that will demonstrate the use of Chronicling America has begun. Matching funds will be used to accomplish these outreach projects that will become available over the coming months on Ohio Historical Society websites and on Chronicling America, if the Library of Congress chooses to insert them onto their site. The podcasts will be basic tutorials aimed at general users and will include the following topics:

- Introduction to Chronicling America
- How to browse and perform basic and advanced searches
- How to work with results and manipulate images
- Features of the website (Topics in Chronicling America, Newspaper Directory, etc.)
- Historical vocabulary differences and alternatives to controlled vocabulary
- How to work with digitized newspapers and how to work with historic newspapers

The webinar, which is aimed toward teachers and students participating in History Day, will build on the efforts of the podcasts, with more detail and special attention to the History Day theme for 2012: Revolution, Reaction, Reform in History.

9. *Describe any follow-up issues or questions you would like convey to the NDNP program committee as you begin your digital conversion project.*

We do not have any issues or questions at this time, but would like to inform NEH that we are planning to submit a revised budget, reflecting grant cycle and award amount changes. We invite any comments and feedback and look forward to the further development of the National Digital Newspaper Program in Ohio.