

## Digitizing Hidden Special Collections and Archives Sample Proposal (2018)

**Lead Applicant:** University of Florida

**Project:** Film on a Boat: Digitizing Historical Newspapers of the Caribbean

**Collaborative?:** Yes

**Collaborating Institutions:** University of Puerto Rico-Rio Piedras (UPR), Digital Library of the Caribbean (dLOC)

Portions of this successful proposal have been provided for the benefit of future *Digitizing Hidden Special Collections and Archives* applicants. Members of CLIR's independent review panel were particularly impressed by these aspects of the proposal:

- A granular approach to rights, ethics, and re-use which takes into account the complexities of copyright laws in different countries;
- The materials selected include often under-represented communities and recognize the need for digital preservation of items in environmentally at-risk locations;
- The outreach and community engagement plan clearly articulates which audiences will be targeted and how; and,
- A well-structured collaborative project plan that builds on existing partnerships.

Please direct any questions to program staff at [hidencollections@clir.org](mailto:hidencollections@clir.org)

# Application: 0000000180

Digitizing Hidden Collections

## Summary

**ID:** 0000000180

**Last submitted:** Sep 19 2018 03:50 PM (EDT)



## Initial Proposal Phase

**Completed** - Sep 14 2018

## Initial Proposal Phase

Fields marked with \*\* are responses that will be publicly shared

## Section 1: Project Summary

### **\*\*Applicant Institution (Legal Name)**

Provide the name of the institution applying for the grant (e.g. Sample University, Campus). In the event this proposal is approved for funding, this institution will assume fiscal responsibility for the proposed project.

University of Florida

### **\*\*Applicant Institution (Colloquial Name)**

If desired, provide a colloquial name for the applicant institution if it differs from the full legal name. If provided, this name will be used in CLIR's publicity about the award, including in press releases and on CLIR's website.

UF

### **\*\*Collection/Project Title**

A good project title is brief and includes language suggesting the subject matter and/or format types of the source materials to be digitized. In some cases, the project title may be the name of the primary collection nominated for digitization. Titles of funded projects will be made available on [CLIR's website](#).

(max. 50 words)

Film on a Boat: Digitizing Historical Newspapers of the Caribbean

## **\*\*Project Summary**

Write a paragraph-length summary of the proposed project that mentions the length of the project, the names of participating institutions, the nature of the source materials to be digitized, major activities to be undertaken during the project, and the significance of the project for scholarship once completed.

(max. 150 words)

Film on a Boat will serve a continuing partnership between the University of Florida (UF) and the University of Puerto Rico-Rio Piedras (UPR) to digitize each institutions' unique, hidden holdings of Caribbean newspapers on master microfilm. This three-year project seeks to digitize and make freely available 800,000 pages of pre-1923 Caribbean newspapers. The partners will produce new second generation microfilm negatives; catalog individual titles; conduct issue-level collation; send to a vendor for digitization, creation of derivative files, and OCR text files; perform quality control on deliverables; and ingest into the Digital Library of the Caribbean ([www.dloc.com](http://www.dloc.com)) and Biblioteca Digital Puertorriqueña (<http://bibliotecadigital.uprrp.edu/cdm/>). Once available digitally, these resources will provide scholars with access to previously unavailable information on daily life in the Caribbean to enable new research and research questions from a variety of fields and disciplines on cross-cutting issues including migration, social movements, history, and literature.

### **What is the size of the request (in whole dollars)?**

NOTE:

- The minimum acceptable request in this program, for all projects, is **\$50,000**.
- Single-institution projects can request **no more than \$250,000**.
- Collaborative projects can request **no more than \$500,000**.

\$434,124

**Provide the proposed project length in whole months, and list the project start and end dates.**

NOTE:

- All projects must begin between **January 1 and June 1, 2019**.
- The minimum project length, for all projects, is **12 months**.
- Single-institution projects can last **up to 24 months** and must end by **May 31, 2021**.
- Collaborative projects can last **up to 36 months** and must end by **May 31, 2022**.

(format MM/DD/YYYY)

Project Length	36
Project Start Date	01/07/2019
Project End Date	12/31/2021

**Is this a collaborative project?**

Yes

**\*\*Collaborating Institutions (If applicable)**

Include the names of the collaborating institutions.

Institution 1	University of Puerto Rico-Río Piedras (UPR)
Institution 2	Digital Library of the Caribbean (dLOC)
Institution 3	(No response)
Institution 4	(No response)
Institution 5	(No response)

**If you require more than 5 institutions please provide their details below**

(No response)

## **Collaboration Statement (Required for all applicants proposing a collaborative project)**

Identify the ways in which your proposed project constitutes a collaborative effort. Explain how the collaboration advances the missions and meets the priorities of each of the institutions involved and enhances the capacity of the project to support the creation of new knowledge, and describe benefits of the project that would not be possible if the partners worked individually.

(max. 250 words)

UF and UPR are both partners in the Digital Library of the Caribbean (dLOC), which is a collection and community operating through shared governance. UF, UPR, and dLOC have collaborated on a shared National Digital Newspaper Program grant since 2012, digitizing over 200,000 pages of historic newspapers. This project will extend the partnership, increasing the scale and scope of digitization and access to currently hidden materials, leveraging the assets of each partner to present parts of a shared history together. UF will contribute expertise in workflow management. dLOC will host, promote, and preserve the files. UPR will contribute expertise through its Microfilm Center which microfilms active and historic newspapers for Puerto Rico, including duplication services and quality control. UPR and UF will contribute expertise in prioritizing hidden materials of acute scholarly interest. UPR has singular access to materials, which otherwise must be duplicated on microfilm and shipped outside of Puerto Rico. Existing urgency for preservation and access has increased since the 2017 hurricane season. Puerto Rican migration to Florida and other parts of the US (<https://www.cnn.com/2018/02/21/us/puerto-rico-migration-data-invs/index.html>) further emphasize the necessity for materials from and about Puerto Rico to be accessible online, and accessible in context with materials on migration throughout the Caribbean. This interdependent collaboration will leverage and build out the shared capacities and resources from each partner at scale. Access to historic Caribbean newspapers will, for example, support UPR's NEH Digital Humanities project on Caribbean Diasporas which examines carnival/carnaval as part of diasporic and migration studies across the Caribbean.

## **Resubmission?**

Has this proposal previously been submitted for consideration? If so, list the year(s) you applied and explain what changes have been made in response to reviewer comments from the previous cycle(s).

(max. 250 words)

No.

## **\*\*Quantities and types of original materials to be digitized during the project**

Enter below the estimated quantities and select the units of measurement and material types that best describe the extent of original materials that will be digitized during the project. You may add as many different measurement/material types as you like but each individual item should be accounted for in only one category.

If the quantities provided are rough estimates rather than precise descriptions, explain the method used for estimating those quantities in the space provided for additional information.

How many categories would you like to enter?

1

### **Category 1**

Type of Materials	serials
Amount of Material	800000
Unit of Measurement	pages
Additional Information	This project will digitize vulnerable holdings of unique master microfilm.

## **Quantities and formats of master digital files to be created during the project**

Enter estimated quantities of uniquely described digital files to be created through digitization, as well as the relevant format(s) created.

If additional files are to be derived from those created in the digitization process for the purposes of backup, preservation and/or access, do not count these derivative files or formats in the totals entered; you may describe any derivative formats to be created and the purposes these will serve in the space provided for additional information.

To begin, select how many master digital file formats will be created.

3

**Digital File 1**

Quantity	800000
Format	TIFF
Additional Information	Files adhere to the technical specifications (e.g., resolution, bit depth, as with uncompressed TIFF 6.0 format, 8-bit grayscale, between 300 and 400dpi) recommended by the Federal Agencies Digitization Guidelines Initiative for digitizing still images, and conform to the National Digital Newspaper Program (NDNP) specifications ( <a href="http://www.loc.gov/ndnp/guidelines/NDNP_201820TechNotes.pdf">http://www.loc.gov/ndnp/guidelines/NDNP_201820TechNotes.pdf</a> ) with METS files at the issue level with text bounding boxes and TXT text files.

**Digital File 2**

Quantity	100000
Format	METS
Additional Information	METS files will be at the issue level. Files adhere to the technical specifications (e.g., resolution, bit depth, as with uncompressed TIFF 6.0 format, 8-bit grayscale, between 300 and 400dpi) recommended by the Federal Agencies Digitization Guidelines Initiative for digitizing still images, and conform to the National Digital Newspaper Program (NDNP) specifications ( <a href="http://www.loc.gov/ndnp/guidelines/NDNP_201820TechNotes.pdf">http://www.loc.gov/ndnp/guidelines/NDNP_201820TechNotes.pdf</a> ) with METS files at the issue level with text bounding boxes and TXT text files.

**Digital File 3**

Quantity	800000
Format	TXT
Additional Information	Files adhere to the technical specifications (e.g., resolution, bit depth, as with uncompressed TIFF 6.0 format, 8-bit grayscale, between 300 and 400dpi) recommended by the Federal Agencies Digitization Guidelines Initiative for digitizing still images, and conform to the National Digital Newspaper Program (NDNP) specifications ( <a href="http://www.loc.gov/ndnp/guidelines/NDNP_201820TechNotes.pdf">http://www.loc.gov/ndnp/guidelines/NDNP_201820TechNotes.pdf</a> ) with METS files at the issue level with text bounding boxes and TXT text files.



**List the name(s) and URL(s) of the catalogs/repositories/services through which the digitized files and/or associated metadata will be made available**

Provide names and complete URL(s) for all portals through which content digitized through the proposed project will be available to researchers and the general public.

(format: <http://address.com>)

	Portal	URL
1	Digital Library of the Caribbean (dLOC)	<a href="http://www.dLOC.com">http://www.dLOC.com</a>
2	UPR Biblioteca Digital Puertorriqueña	<a href="http://bibliotecadigital.uprrp.edu/">http://bibliotecadigital.uprrp.edu/</a>
3	UF Smathers Libraries: all metadata will also be available for download within the UF metadata downloads with Creative Commons	<a href="http://cms.uflib.ufl.edu/CatDS/CCO">http://cms.uflib.ufl.edu/CatDS/CCO</a>
4	WorldCat	<a href="http://www.worldcat.org/">http://www.worldcat.org/</a>
5	DPLA	<a href="https://dp.la/">https://dp.la/</a>
6	National Library of Australia's Trove	<a href="https://trove.nla.gov.au/">https://trove.nla.gov.au/</a>
7	NINES	<a href="http://www.nines.org/">http://www.nines.org/</a>
8	Google	<a href="http://www.google.com">http://www.google.com</a>
9	Bing	<a href="http://www.bing.com">http://www.bing.com</a>
10		

Section 2: Description of Content

## **\*\*Description of materials to be digitized**

Provide a brief narrative description of the source materials nominated for digitization, including their subject(s), provenance, relevant associated people, organizations, and events.

(max. 250 words)

UF and UPR will digitize historic Caribbean newspapers reflecting the division of collecting responsibilities. While all of the newspapers for this project are Caribbean Basin newspapers, the collections have been separately held. The US Newspaper Project designated UPR as the institution responsible for preserving newspapers from Puerto Rico. In the 1940s, the Farmington Plan assigned US collecting responsibilities to UF for collecting materials from all of the Caribbean, except for Puerto Rico and the US Virgin Islands. In this partnership, UF will digitize 26 pre-1923 English language newspaper titles from seven Caribbean islands and nations. These newspapers were microfilmed in situ by UF librarians traveling by boat in the 1950s and 60s. This master microfilm is deteriorating acetate film permanently housed with a vendor in cold storage. The selected titles reflect the full extent of pre-1923 English language newspaper titles collected by UF by the librarians on boats. Portions of some titles have been previously digitized and made available online through open-access and paid-portals. This project will avoid duplications to provide more comprehensive availability. UPR will contribute 53 pre-1923 Spanish language newspaper and serial titles. The major protagonists of this period - colonial authorities, the elite, political actors, labor activists, women, etc. - used newspapers to promote their activities. During this tumultuous period, readers learned of the abolition of slavery, indentured migration, colonialism (French, Netherlands, Spanish, US), World War I, and literary production.

## **\*\*Geographic Scope.**

Describe the range of geographic regions represented in the materials nominated for digitization. Do not describe the current or future location(s) of the original, physical materials.

(max. 50 words)

This project focuses on the Caribbean Basin and Circum-Caribbean, specifically major areas where newspapers were produced in: Puerto Rico, Antigua, Bahamas, Barbados, Dominica, Guyana, St. Lucia, and Trinidad and Tobago. The geography represents islands and territories, now nations, located in the tropics and impacted by hurricanes, earthquakes, and volcanic activity.

**\*\*Date range of materials to be digitized.**

List your best estimate of the date range covered by the collection(s), in whole years.

Dates should be formatted as YYYY BC/AD – YYYY BC/AD (e.g. 356 BC - 1542 AD).

Note: Do not include historic dates that characterize the subject matter of the collection(s). For example, if a nominated collection is the personal papers of a nineteenth-century specialist who studied Greek archaeology of the fifth century BC, the age range would fall in the nineteenth century and not the fifth century BC.

1784 AD - 1922 AD

## **\*\*Collection level descriptions**

If applicable, identify and provide the URL(s) for any collection-level descriptions currently available online.

The existence of such descriptions is not a requirement for this award and there is no minimum level of description required before collections can be eligible for nomination for this program.

	Portal	URL
1	Microfilm in the Latin American and Caribbean Collection: Newspapers on Microfilm	<a href="http://guides.uflib.ufl.edu/laccmicrofilm/newspapers">http://guides.uflib.ufl.edu/laccmicrofilm/newspapers</a>
2	PDF of Newspapers by Country: Microfilm in the Latin American and Caribbean Collection: Newspapers on Microfilm	<a href="http://guides.uflib.ufl.edu/ld.php?content_id=5380670">http://guides.uflib.ufl.edu/ld.php?content_id=5380670</a>
3	UPR list of newspapers	<a href="http://biblioteca.uprrp.edu/Catalogo%20de%20peri%C3%B3dicos%20en%20micropel%C3%ADcula%20en%20CPR.pdf">http://biblioteca.uprrp.edu/Catalogo%20de%20peri%C3%B3dicos%20en%20micropel%C3%ADcula%20en%20CPR.pdf</a>
4	UPR newspaper records in the US Newspaper Project (records only, no digital content):	<a href="https://chroniclingamerica.loc.gov/search/titles/results/?state=Puerto+Rico&amp;county=&amp;city=&amp;year1=1690&amp;year2=2018&amp;terms=&amp;frequency=&amp;language=&amp;ethnicity=&amp;labor=&amp;material_type=&amp;lccn=&amp;rows=20">https://chroniclingamerica.loc.gov/search/titles/results/?state=Puerto+Rico&amp;county=&amp;city=&amp;year1=1690&amp;year2=2018&amp;terms=&amp;frequency=&amp;language=&amp;ethnicity=&amp;labor=&amp;material_type=&amp;lccn=&amp;rows=20</a>
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## **Current arrangement and description(s) of materials to be digitized**

Provide a brief narrative that summarizes the physical arrangement and the level(s) of processing, cataloging, or other descriptive work that has previously been done for the nominated collection(s). Include the date(s) this descriptive work took place and the standard(s) and/or current format(s) of the records that were created.

(max. 250 words)

For UPR microfilm, catalog records are available in WorldCat and UPR's catalog. Records were created using OCLC standards for descriptive, serials, and subject cataloging, and UPR's Cataloging Manual which follows standards for descriptive cataloging and access (latest edition, Anglo-American Cataloging Rules), subject analysis (Library of Congress Subject Headings), and MARC coding. For UF's boat film, primary access is possible through two PDF guides linked on the Latin American and Caribbean Collection (LACC) website: Microfilm in the Latin American and Caribbean Collection and Latin American and Caribbean Newspapers and Current Events Resources. PDF guides list newspapers on microfilm by country, with title, dates, and call number. For some of the titles, only provisional catalog records are available, with: title, date (not full range and list of issues), city, and country. Assessment during (2017) a review of sample reels found issues beyond the lack of description, including situations where two titles are filmed together (sometimes due to title changes) and records lacking any information about this. Two titles (Berbice Gazette and San Fernando Gazette) lack service copies of the microfilm. These are held only in storage with no access copies and no catalog records, only appearing in an internal master microfilm Excel spreadsheet, which is the primary source for information on arrangement. UF's access microfilm reels are arranged only alphabetically by country. The original description work was created and remains equivalent to basic tracking for microfilm production, now represented in PDF guides and, in some cases, by provisional catalog records.

## **Current condition and housing of materials to be digitized and plans for their conservation and preservation**

Describe the current condition and housing of the source materials to be digitized, including the means through which this condition has been assessed.

- Identify the individual or individuals responsible for this assessment and approximately when the assessment took place.
- Describe the strategies to be employed for stabilization, conservation, and/or preservation of the materials, including the means through which this work will be supported and sustained long-term.
- Explain the environmental provisions made for the long-term management of the source materials and the strategy for responding to requests for access to them.

(max. 250 words)

This project draws upon UF's unique master microfilm reels, which are in fair condition. The 35mm microfilm was produced on an acetate base that is susceptible to autocatalytic deterioration (Vinegar Syndrome). All film is stored on historic metal and plastic cores, in individual paper boxes. The reels were housed onsite at UF in poor environmental conditions from their creation until 1991, when they were moved to a leased cold-storage facility. Prior to shipment to cold-storage, a survey of UF master microfilm by former Preservation Librarian (Erich Kesse) showed that 90% of the acetate reels exhibited some stage of deterioration or damage. Digitization will for first-time allow open access to these titles, negating the need for removal from cold-storage and handling during copy requests. UF will maintain the master microfilm in cold-storage after digitization. UPR maintains its master microfilm in stable storage conditions, excepting extreme climate events. UPR holds the largest collection of newspapers on paper and microfilm in Puerto Rico. Since its foundation in 1940, UPR has acquired by purchase or donation all of Puerto Rico's national and local newspapers. In 1984, through the Puerto Rico Newspaper Project, an important collection of 19th century papers was obtained. For more than 55 years there has been an ongoing effort to preserve these newspapers on microfilm. UPR has conducted assessments during the US Newspaper and National Digital Newspaper Programs. UF's film represents foreign newspapers, which are not included in the US and National Digital Newspaper Programs.

## **Description of samples**

Briefly describe the representative samples in the uploaded PDF document.

(max. 100 words)

These samples reflect previous digitization work of the proposed titles held in the Digital Library of the Caribbean (dLOC).

## **May CLIR excerpt from and display some portion of these representative samples within the Hidden Collections Registry, elsewhere on CLIR's website, or in program-related social media?**

Tick "yes" or "no," indicating whether CLIR may display some portion of the provided samples within the Hidden Collections Registry, elsewhere on CLIR's website, or in program social media.

CLIR staff will cite the holding institution if a sample is used in one of these ways.

Note that an applicant's response to the question will be visible to CLIR staff only and will not affect the proposal's assessment in the competition for funding in any way.

If you select "Yes" but would prefer that some representative samples be displayed but not others, note below which specific samples CLIR has permission to share.

Yes

## **If some samples may be displayed and some may not, clarify which of the representative samples are permissible to display publicly.**

Not applicable. All materials will be displayed publicly.

## Section 3: Rights Ethics, and Re-Use

### **Tick to confirm**

All parties to this proposal understand that as a condition of acceptance of any *Digitizing Hidden Special Collections and Archives* award from CLIR, all recipient institutions and collaborating partner organizations will be required to sign and execute the program's intellectual property agreement ([single institution IP agreement](#); [collaborative IP agreement](#)).

### **Responses Selected:**

Confirm

All parties to this proposal understand that as a condition of acceptance of any *Digitizing Hidden Special Collections and Archives* award from CLIR, all metadata created in the course of funded project activities must be dedicated to the public domain under a [CC0 Creative Commons license](#). Exceptions may be made for culturally sensitive metadata.

### **Responses Selected:**

Confirm

All parties to this proposal understand that as a condition of acceptance of any *Digitizing Hidden Special Collections and Archives* award from CLIR, recipient institutions, including partnering institutions in cases of collaborative projects, must not claim additional rights or impose additional access fees or restrictions to the digital files created through the project, beyond those already required by law or existing agreements. Digital copies of materials that are in the public domain in their analog form must also be in the public domain. CLIR strongly encourages grant recipients to share digital copies as public domain resources and/or with Creative Commons licenses, as appropriate. Exceptions may be made for those materials in the public domain without the express wishes of local, traditional, and indigenous source communities.

### **Responses Selected:**

Confirm



**Applicants who tick any of the boxes below should provide details clarifying their responses in the Rights, Ethics, and Re-Use Statement.**

**Note that applicants planning to use watermarks or charge fees for the use of digital materials created through this program, particularly for non-commercial re-use, are less likely to be competitive for funding.**

**Tick all that apply:**

## **No Responses Selected**

### Section 4: Scholarly Significance

**Explain why you consider the nominated collection(s) to be “hidden” currently, and describe the value and significance of the proposed project for the full range of scholarly disciplines and communities it will serve once the collections have been digitized and made accessible.**

For the purposes of the Digitizing Hidden Collections program, applicants must convincingly argue that their collections are "hidden" in the sense that they cannot be used for important scholarly work until they are fully digitized, discoverable, and accessible. This part of the proposal should state the ways in which the content of the collections is currently “hidden” from those who need it, and it should describe the importance that the completed project will have for teaching, research, and the creation of new knowledge. Applicants should avoid the temptation to provide merely a more detailed description of the nominated materials than is given elsewhere in the application. The statement should go beyond asserting the significance of the subject matter covered by the original materials, presenting a case for the potential use of nominated materials beyond the holding institution and surrounding region and across multiple disciplines and explaining how scholars’ and students’ understanding of those subjects could be transformed by using digitized versions of those materials specifically.

(500 words max.)

This project seeks to digitize and provide open access to 17 newspaper titles from the Anglophone Caribbean (Antigua, The Bahamas, Barbados, Dominica, Guyana, St. Lucia, and Trinidad and Tobago) and to 53 serial titles from Puerto Rico. For the Anglophone newspapers, with the exception of Port Of Spain Gazette, the titles have limited or no presence in OCLC. This is not surprising because they come from the most underrepresented region in the Caribbean: the Lesser Antilles. Whereas Cuba, Haiti, and Jamaica have been intensively studied; comparatively, studies of the Lesser Antilles and Caribbean as a whole have been challenging because of heterogeneity, insularity, size, and lack of accessible materials. This project will result in field-changing access due to its scale and comprehensiveness.

The selected newspapers will provide critical information on daily life, including the migration of West Indians to Latin America and the US, and of Asian people to the Caribbean. These migrations were part of a global phenomenon between the middle of the nineteenth century and WWI. The massive migration of workers from China, India, and the Caribbean to the US, East Africa, and Latin America provided labor for major infrastructure projects made possible by the military and economic expansion of the US possible. One example is the construction of the Panama Canal. Even though exploited, West Indian migrants were able to enter the middle class, save capital, and send it back to their homelands, spurring development of Caribbean nations. At the same time, returning migrants brought cultural practices and political aspirations, originating labor movements and anti-colonial nationalism in the Anglophone Caribbean. In this historic process, Caribbean migrants shaped both their arrival countries and their homelands; first, by creating multicultural societies; second, by giving way to revolutions and social movements that exposed and challenged colonialism, imperialism, slavery, and capitalism in general. However, the global impact of Caribbean nations is overshadowed by reducing histories to a narrative of slavery and poverty. For the first time, digital repositories such as dLOC have provided open access to Caribbean content. One of the challenges these repositories face is to avoid the reproduction of colonial systems by underrepresenting marginalized groups and by privileging access to already privileged groups. The Panama Canal Museum Collection at UF represents one example. In 2012, a group of Canal Zone residents donated their complete collection to UF. However, the collection privileges the voices of white US citizens who resided in the Panama Canal Zone. Film on a Boat's digitization of newspapers will contribute to the existing effort of librarians and curators to include voices of the West Indians who built the Canal, and to produce more inclusive narratives of Caribbean social history. Access to these newspapers will enable new ways of presenting knowledge, such as visualization, data-mining, digital exhibits, and online teaching. The proposed digitization and resulting digital scholarship will allow scholars to analyze and challenge existing paradigms, such as rising nationalism, systemic racism, and subsequent scapegoating of migrants.

## Section 5: Project Context and Impact

**List and describe all envisioned project deliverables. Explain the means through which each will be available to the public, and any applicable conditions or terms limiting their availability.**

Applicants should describe all expected outcomes, how each will be made accessible to others, and under what conditions.

- Deliverables include the digital surrogates created during the project and related metadata, and

they may also include aggregations of those files and metadata with related files and metadata already available online. Metadata created through this program is not restricted to any particular standard or structure. Other possible deliverables include authority files, description and digitization manuals, training materials, research guides, or other outcomes.

- If any special measures are being taken to improve accessibility for specific user communities (e.g. visually or hearing impaired; users with limited internet access; foreign language speakers, etc.), include them here.

(500 words max.)

Resulting digital files will be made available through the Digital Library of the Caribbean ([www.dloc.com](http://www.dloc.com), with 36,000,000 annual visitors) and dLOC's collection of Caribbean Newspapers, as well as in the Biblioteca Digital Puertorriqueña (<http://bibliotecadigital.uprrp.edu/cdm/>), hosted by UPR.

The Film on a Boat project will provide structural and technical metadata for all materials. Prior to sending second-generation, silver negatives to the vendor for digitization, project staff will gather basic information about the reels employing use copies held by UF and UPR. Reproduced negatives will be used when use copies are unavailable. Staff will create a spreadsheet for each reel and note the discrepancies, along with newspaper title, Library of Congress Control Number (LCCN), date, issue/edition and page number. The spreadsheet will be provided to the vendor responsible for digitization of the microfilm and metadata encoding.

A cataloger will review the existing CONSER records; creating original full-level CONSER records where no records exist, authenticating non-CONSER records and enhancing CONSER records as needed. Project staff will export the updated records to the Library of Congress in MARC21 Communications format and confirm the record's inclusion in the CONSER Union List.

The vendor will scan from a clean, second-generation duplicate, silver negative and create derivative files. The silver negative will be scanned in 8-bit grayscale with a maximum resolution between 300-400 dpi, relative to the physical dimensions of the original material. Scanning will produce an uncompressed, unprocessed TIFF 6.0 file for each newspaper page on the microfilm. In cases where newspaper titles were microfilmed with two pages per frame, the vendor will make adjustments to produce a single image file for each newspaper page. The scanned TIFF will be de-skewed and cropped to the page edge, if necessary.

In addition to a TIFF 6.0 file for each newspaper page on microfilm, the vendor will produce a:

- JPEG2000 file from the TIFF 6.0 file. For instance, each JPEG2000 file will have 6 decomposition levels, 25 quality levels and a compression ratio of 8:1.

- PDF file from the TIFF 6.0 file. It will have a file name corresponding to a specific page image, hidden text and metadata referring to the source publication, the date of publication, page number, the reel number and sequence order.

The vendor will create one OCR text file for each newspaper page image. Each text file will contain:

- Uncorrected text

- Word-bounding boxes zoned for column recognition. Files will be free of article level segmentation.

- Bounding box coordinate data at the word level.

- UTF-8 characters

- No graphic elements

The text created through OCR will be encoded using ALTO Version 2.0. If possible, the vendor will supply confidence level data at the page, line, character, and/or word level. Additionally the vendor will seek to provide point size and font data at the character or word level.

The second-generation duplicate, silver negatives created by each institution will be exchanged, so that UPR will receive one set of newspapers from UF master microfilm and UF will receive one set of newspapers from UPR master microfilm.

## **Describe any planned outreach and community engagement activities.**

Identify the communities most likely to be interested or invested in the digitization of the proposed material. Describe how you plan to engage them and detail specific outreach approaches for different user groups. Consider the potential impact of the project on scholarly, local, professional, and other related communities of interest.

(250 words max.)

UF and UPR will extensively promote the availability of the materials to both national and international scholars, teachers, organizations, and the general public, and collaborate with dLOC partner institutions to share news of these digital resources to promote awareness of these materials throughout the diaspora, in keeping with the dLOC mission to support community-based engagement of materials. The project institutions will work with local collaborators for additional outreach and promotion through the appropriate Ministries (e.g., Education, Culture, and Tourism) and current newspapers.

The UF Libraries communications office will provide promotional and marketing services to implement many of the publicity strategies. Promotional activities will include:

- Press releases, social media (modeled on successful campaigns with the Florida and Puerto Rico Newspaper Project), and emails to general and subject-specific groups;
- Outreach to holding institutions, national libraries and archives, and library consortia and groups (e.g., LAMP, CRL) to share web availability and hard copy files as applicable;
- Presentations at international, national, and state/territorial conferences and meetings, (e.g., ACURIL, LASA, Caribbean Digital, Islands-in-Between, Association of Caribbean Historians, Caribbean Studies Association, Puerto Rican Studies Association);
- Provide forum for international scholars to present on impact of newspaper content through the Caribbean Scholarship in the Digital Age webinar series managed by dLOC.
- Updates or creation of newspaper Wikipedia pages to reflect web access.
- Contribute digital objects and metadata to digital repositories and other open access systems via OAI-PMH harvest and APIs.
- Collaborate with dLOC-connected CLIR Postdocs for Latin American & Caribbean Data Curation and their cohorts.

**Describe collections related to the materials nominated for digitization and describe plans for creating meaningful linkages to those collections.**

Applicants should be as specific as possible in describing these related collections, particularly those held at institutions not participating directly in the project. The nature of the relationship between the collections described here and the collections nominated for digitization should be made explicit. Mention any meaningful linkages that will be created through aggregating related metadata for search and discovery (using registries, databases, or other well-known research portals), adopting common standards, protocols and/or controlled vocabularies, or promoting the joint use of the related collections directly to scholars and students.

(250 words max.)

Film on a Boat's collections relate to various communities across numerous countries. For example, the newspapers from Puerto Rico are of great interest to scholars working with the Latin American and Caribbean Collections at the University of Connecticut ([http://doddcenter.uconn.edu/asc/collections/Hispanic History E.pdf](http://doddcenter.uconn.edu/asc/collections/Hispanic%20History%20E.pdf)), the collections at the Center for Puerto Rican Studies in New York, and the National Archives and Records Administration (NARA). Librarians for Latin American and Caribbean collections are professionally connected in the SALALM (Seminar on the Acquisition of Latin American Library Materials) community. Foreign newspapers relate to their respective national archives, national libraries, and universities, and institutions in the US and the UK for the colonial collections. dLOC has sustained contacts with institutions and communities, and will assist with technologies (e.g., harvesting, API, integration) and ongoing collaboration for outreach to ensure materials and communities are connected.

dLOC was designed to serve as an umbrella organization for digital projects and collections that otherwise would exist in isolation, providing critical mass in a single space to foster a fuller interdisciplinary understanding. dLOC's focus includes undertaking digital projects, harvesting digital records from repositories, sharing records for harvesting by others, enabling capacity for ongoing digitization and digital scholarship programs, enhancing the community of practice, and connecting across communities to amplify, elevate, and celebrate work related to Caribbean collections. Activities include supporting an annual webinar series showcasing various collections and projects, cataloging digital projects so that records can be found within dLOC, and performing outreach for all collections when promoting dLOC.

**Describe any future scholarly initiatives that would be made possible by the completion of project work.**

Such initiatives may be those planned by the applicant institution or consortium or those that other individuals or organizations might launch as a result of the project. Examples may include but are not limited to research and assessment projects, digital scholarship, new forms of computationally intensive research, digital exhibits, and new online teaching and learning initiatives.

(250 words max.)

Film on a Boat is of such a scale that it will make possible future scholarly initiatives that span new research forms, including computationally intensive research and digital exhibits, new research questions, and changed fields. Currently, while Puerto Rico has been part of the US for more than a century, the study of its history and culture has been impeded by a lack of conventional primary sources, especially locally published periodicals, available for research and consultation outside of Puerto Rico. Enabling access has been demonstrated to change fields. For example, within Caribbean literary studies, scholars have begun to view the tradition as beginning before the 1950s for the first time, challenging the dominant narrative of literary history that defined male writers of the 1950s. British and American literary studies have included Anglophone Caribbean literature to a much greater extent in the past decade. Where the scarcity of early Caribbean literature once thwarted these paradigm shifts, many early works now are available in dLOC, complementing artworks, postcards, visual materials, and audiovisual materials in the digital holdings. Scholars can now ask their students to produce new research that builds across abundant resources. However, in this new-found abundance, more materials remain inaccessible than accessible, especially in regards to Puerto Rico. With the accelerated mass migration of people from Puerto Rico to the continental US following the 2017 hurricanes, there is a greater need to study Caribbean migration across the Caribbean and the US. This project will produce a field-creating corpus.

## Section 6. Project Design

**Explain the rationale behind the project's design. Describe prior research and/or experiences that have directly informed this design. Note any innovations or practices that will make the proposed approach particularly efficient, ground-breaking, and/or cost-effective.**

CLIR expects that this program will support innovative and increasingly efficient methods of digitizing and disseminating information about cultural heritage materials to scholars and the broader public. All applicants should demonstrate an understanding of how their proposed approach to digitization fits into current understandings of best professional practice and, if applicable, may propose unique improvements to this practice.

(500 words max.)

The Film on a Boat project design is based on a long history of collaborative newspaper digitization partnerships between UF and UPR, including dLOC partnerships. UF and UPR have collaborated to complete two rounds of the National Digital Newspaper Project (NDNP) and are in process of a third phase. This NDNP work is built upon earlier microfilming projects supported by the NEH. Film on a Boat will augment the extant partnership and well-oiled workflows developed during NDNP projects to streamline that model and focus the project on digitizing a high volume of newspaper pages. The established workflows, simpler project deliverables in terms of outreach and promotion, and falling vendor costs will allow this project to minimize per page costs and provide open access to a complete body of historical collections to future scholars. UF will extend its reformatting efforts to non-Florida newspapers by expanding open digital access to UF's deep historic collections of Caribbean newspapers to support research into American, Caribbean, and Trans-Atlantic Studies.



## Principal Investigators/Primary Staff

In this section, summarize the relevant qualifications of up to three individuals who will be responsible for the deliverables named in the proposal, or other work specified in the project or technical plans.

- The qualifications of all named Principal Investigators (PIs) must be included here.
- If the project includes fewer than three PIs, applicants may optionally use this space to describe other important staff members.
- If any of the three individuals included in this section has not yet been identified, applicants should explain the nature of the qualifications required of a candidate for that role in the project.
- Individuals may not be named as PI on more than one proposal and may not serve as PI on two funded projects simultaneously.

(250 words max.)

Fletcher Durant, PI and Preservation Librarian for UF, is currently PI to complete phase one digitization and preservation of Listín Diario (1923-1942), a major daily newspaper in Santo Domingo, DR. His work focuses on the preventive conservation of library and archival materials, the sustainability of cultural heritage and risk management. He is a Professional Associate of the American Institute for Conservation. Prior to joining UF, and served as Preservation Archivist for NYU Libraries and as Assistant Conservator for Special Collections at the New York Public Library.

Myra Torres-Alamo, Co-PI, is Coordinator of the Biblioteca Digital Puertorriqueña at UPR, and Associate Director for the Libraries at UPR. She has served continuously as the Co-PI for the NEH funded NDNP project, leading the implementation of goals and timelines in collaboration with UF, since 2012. She coordinates the Biblioteca Digital Puertorriqueña of the University of Puerto Rico (Puerto Rican Heritage Digital Library) and the El Mundo Newspaper Photograph Collection Digitization Project at UPR. She served for five years as Consultant for the Puerto Rico Assistive Technology Project of the University of Puerto Rico, Medical Sciences Campus.

Laurie Taylor, PhD, Co-PI, Digital Scholarship Librarian for UF, and Digital Scholarship Director for dLOC. In her work, she has travelled to train Caribbean professionals partnering in dLOC and to recruit new partnership institutions, support partners in developing digital projects and digital scholarship activities, and amplify, elevate, and celebrate work in Caribbean Studies and Digital Humanities. She received the Caribbean Information Professional of the Year award (2018).

## **How many staff will be assigned to this project?**

You may include students and volunteers in this list. List the number of applicable staff that will be assigned to the project and briefly describe their roles (e.g. professional, graduate student, etc.), noting how many are full- and how many are part-time staff.

(75 words max.)

Total of 23 employees: 19 full-time; 4 part-time as follows:

Professional, Full-time:

Fletcher Durant;

Laurie Taylor;

Margarita Vargas Betancourt;

Patrick Reakes;

Chelsea Dinsmore;

David Van Kleeck;

April Hines;

Helene Huet;

Stephanie Birch;

Laura Perry;

Sheila de Roche;

Randall Renner;

Angie Soto;

Sara Moczygemba;

Hank Young;

Myra Torres-Alamo;

José A. Millán Díaz;

María E. Ordóñez Mercado;

Soraya Torres.

Professional, Part-time: Library Associate II (part-time) will be hired to coordinate activities.

Students: Three UPR undergraduate students.

**Will special skills or training be required?**

Explain the nature of any required skills or training to undertake the project and how the applicant institution intends to solicit or provide it.

(250 words max.)

No special skills or training will be required for any participating collaborating staff because all participating staff have the necessary skills, and will be training the assistants hired for the project work.

**Section 7. Sustainability**

Upload a digital preservation and discoverability plan explaining how project deliverables will be made secure and discoverable for the long term. This document is uploaded as a separate task in the application system.

**Section 8. Institutional Capacity**

## **Institutional Priorities**

Describe the applicant's institutional priorities for digitization, digital collection development, maximizing access, and supporting scholarship, learning, and/or the public good, as well as those of any collaborating institution(s). Explain the relationship of the proposed project to those priorities. Applicants may mention or cite relevant details given elsewhere in the proposal and supporting documentation but need not repeat those details in their entirety. The purpose of this section is to provide space for additional evidence of the applicants' motivation to undertake the proposed project and sustain its outcomes beyond the project term.

(250 words max.)

Film on a Boat directly supports the priorities of UF's and UPR's digital collection programs, libraries, and larger institutional missions by maximizing access to materials in support of scholarship, teaching and learning, and the public good.

As public, land-grant institutions, UF and UPR share priorities for preservation and worldwide Open Access to materials. UPR's mission also includes preserving, enriching, and disseminating cultural values of the Puerto Rican people. The digitization and digital collection priorities follow from the institutional missions, with emphasis placed on providing full, public access to as many materials as possible. UF and UPR have developed rich and unique holdings of Caribbean materials, with these collections having been developed over many decades to support research and teaching.

At UF, the Center for Latin American Studies began as the Institute for Inter-American Affairs in 1930, and was the first such research center in the US to focus on Latin America and the Caribbean. UF's digital library began with experimental digitization of Caribbean newspapers, with ongoing digitization priority focused on the unique collections in the Latin American and Caribbean Collections. UF and UPR collaborated together on the planning of, and are now partners in, the Digital Library of the Caribbean (dLOC). dLOC's second major grant focused on Caribbean newspapers, and dLOC maintains an ongoing emphasis on newspapers for their critical importance to communities, genealogists, and researchers in various fields. UF and UPR have collaborated on the National Digital Newspaper Program to preserve and provide access to newspapers.

## **Institutional Strengths**

Describe the institutional strengths that justify the undertaking of the proposed project by the applicant and any collaborating institutions. Strengths may include existing infrastructure, partnerships,

professional associations, staff experience, access to local expertise (scholars, volunteers, students), financial or other resources, etc. Applicants may mention or cite relevant circumstances that are described in greater detail elsewhere in the proposal but need not repeat those details in their entirety.

(500 words max.)

The Puerto Rican Collection at UPR holds the largest collection of newspapers on paper and microfilm in Puerto Rico. Since its official foundation in 1940, the Puerto Rican Collection has acquired by purchase or donation all the Puerto Rican national and local newspapers. In 1984, through the Puerto Rico Newspaper Project an important collection of 19th century papers was obtained. For over 55 years there has been an ongoing effort of preservation of newspapers on microfilm.

One of UF's hallowed stories tells of UF librarians who traveled by boat in the 1950s and 1960s to Caribbean countries to preserve materials on microfilm, primarily newspapers of countries in the region, generating tens of thousands of reels. Curation of materials using the technology of its time, microfilm, was made possible by UF's strong relationships as a trusted partner in the Caribbean. UF's Latin American and Caribbean Collections are among the largest and most distinguished in the US.

The work in preservation and enabling access continues through UF and UPR in their roles as partners in the Digital Library of the Caribbean (dLOC), which began in 2004. As the technical host for dLOC, UF's work focuses on building a community of practice with dLOC's over 40 partners including libraries, archives, museums, publishers, scholarly societies, and non-governmental organizations. UPR focuses on the digitization of unique content from and about Puerto Rico. Together, dLOC partners have created the world's largest open access collection of resources from and about the Caribbean (3.19 million pages, serving 3 million users per month). dLOC's Scholarly Advisory Board provides regular contact with Caribbean scholars, complementing the collecting institutions with the dLOC Executive Board. Current dLOC institutional partners are further complemented by affiliate partners, scholar collaborators, and collaborators connected to or within each of the partnered institutions. For nearly a century, continuous site visits among dLOC partners share training and expand the community of practice.

UF's international relationships and collaborations with scholars and collecting institutions in the Caribbean are innumerable. UF's Center for Latin American Studies is a US Department of Education Title VI National Resource Center with over 150 faculty and affiliated-faculty. The Center houses and fosters the necessarily collaborative, interdisciplinary, and collaborative collection building, research, teaching, and training for the research in Latin America and the Caribbean. The Center grants certificates, undergraduate and graduate degrees. The Center supports visiting scholars, research travel, and

international agreements and exchanges. UF has long-standing partnerships with institutions throughout the Caribbean and Latin America with partnerships based in the Libraries and the Center for Latin American Studies. Examples of partnership activities include the DOCC (distributed online collaborative course) Panama Silver, Asian Gold: Migration, Money, and the Making of the Modern Caribbean collaboratively created and taught at Amherst College, UF, and University of Miami in 2013, and with the addition of the University of the West Indies, Cave Hill, Barbados for the course iteration in 2016. Other collaborations include those focused on digital scholarship and training.

## **Diversity and Inclusion**

Describe your project team's approach to diversity and inclusion by answering the following questions:

- How will the proposed project help to broaden representation within and access to your collections?
- In what ways will you encourage the participation of people with diverse perspectives in your project activities, and how will these efforts be supported by the applicant institution(s)?
- How does the project plan reach new audiences and engage underrepresented communities?
- (if applicable) How have past experiences have informed the project team's approach to diversity and inclusion?

(250 words max.)

The materials are from many cultures and countries that represent migration and experiences in cultural change. Film on a Boat will substantively change the landscape for Puerto Rican Studies, Caribbean Studies, and related fields. The wealth of material contained within these newspapers will shift the available corpus of materials for studying the history of Puerto Rico and the region, including connections with other fields, communities, and concerns. The team recognizes the critical importance of diversity and inclusion for libraries and the world.

Members of the project team and dLOC institutional partners (45) have decades of experience in improving diversity and inclusion in libraries, archives, and academia. Activities include service on institutional, inter-institutional, collaborative, and field-wide diversity programs (e.g., ARL Fellow in Digital and Inclusive Excellence, creating a new internship program for diversity and digital scholarship beginning 2018-2019, ongoing Caribbean Studies in the Digital Age webinars that share voices and projects from the Caribbean).

For engaging new audiences and underrepresented communities, the community activities and technical

supports project plan includes:

- Presentations, teaching, training, and direct communications with primary, secondary, and college/university teachers, CLIR Latin American and Caribbean Data Curation community members, student groups, and librarians and school media specialists in Florida, Puerto Rico, and the Caribbean. Social media and direct communications including emails, phone calls, and tabling at events (e.g., Miami Book Fair and May Day).
- Search engine optimization; record feeds; support for record harvesting, downloads, and API queries; and inclusion in database systems.

**Provide up to three examples of prior initiatives that demonstrate preparedness of the institution(s) to undertake project work.**

**Initiative #1**

(100 words max.)

Building on microfilming, digital programs at a large scale for Caribbean materials in collaboration with multiple institutions include: 1) the "Florida and Puerto Rico Digital Newspaper Program," now in its third phase, has resulted in the digitization and Open Access of over 200,000 pages of historical newspapers; 2) El Mundo, newspapers from 1936-1939: one of many smaller collaborative grants to digitize newspapers by UF and UPR; and 3) Kesher, digitization of this UNESCO World Memory Collection of newspapers in Yiddish, which had to be pulled from the rubble after the 2017 Mexico City earthquake, has been funded by two grants.

## **Initiative #2**

(100 words max.)

In collaboration with scholars, UPR, UF, and dLOC have undertaken collaborative digitization projects to preserve, provide access, and promote use of significant literary and political journals from the Caribbean. Materials include ongoing publications like the Jamaica Journal (<http://dloc.com/UF00090030/00082/allvolumes>) and Sargasso from UPR (<http://www.dloc.com/UF00096005/00041>). Jamaica Journal, first published in 1967, is the flagship publication of the Institute of Jamaica. Sargasso is an important literary journal, first published in 1984, that showcases established and new writers in Caribbean literature. For these and similar current publications, dLOC partners liaise to facilitate permissions agreements, digitization, and ongoing digital curation.

## **Initiative #3**

(100 words max.)

UF, UPR, and other dLOC partners have collaborated on grant-funded initiatives for research and teaching about Caribbean Studies. This includes activities such as the Caribbean Scholarship in the Digital Age webinar series, the Collaborating Across the Divide Symposium held at UF in September 2017, and the awarded multi-institutional and multi-disciplinary grant submitted in 2018 to NEH's Institutes for Advanced Topics in the Digital Humanities for "Migration, Mobility, and Sustainability: Caribbean Studies and Digital Humanities." These activities, like the DOCC course, mentioned in "Institutional Strengths," demonstrate the project partners' commitment to digitization that expands scholarship, teaching, and community engagement.



## **Building capacity**

Describe how this project contributes to building local institutional capacity, as well as the professional development of all staff involved.

(250 words max.)

Film on a Boat builds on existing capacity and competencies for cost-effective digitization, utilizing existing staffing and organizational workflows to make a project of this scale possible. If awarded, this will be UF's largest single grant project in terms of pages digitized, representing a new level for capacity and productivity.

As a learning organization, the UF Libraries will hire a staff person for the project who will be paid a living wage (<http://livingwagegdn.org/>) in a benefited position with paid time off, healthcare, and other standard benefits as an employee of UF (<http://hr.ufl.edu/benefits-rewards/>) including training opportunities (<http://hr.ufl.edu/learnandgrow/education-programs/>) and travel funding (<http://cms.uflib.ufl.edu/travel/Index.aspx>). The Libraries provide a formal mentoring program for staff. At UPR, the graduate students hired for this project will receive technical training and mentorship for pursuing librarianship as a profession, through consultation time with faculty in UPR's graduate information program.

The abundance of new materials available will enable new courses to be taught and new research to be considered and conducted. The comprehensiveness and scale of materials will enable new interdisciplinary and cross-cutting inquiries, and will demand new ways of working with, presenting, and sharing on research opportunities with the materials. UF and UPR found the need for a new position in outreach and social media communications to share on the materials from the NDNF grants. This project will inform new questions and necessary changes to support the dramatic amount of newly available research and cultural materials, especially when these were previously hidden and inaccessible even when known.

Holding Institution	Collection Title	Collection Size	Collection Material Formats (e.g. manuscripts, photographs, etc.)	Reusage rights (note all that apply):
				Free, no watermarks (FNW) Free, with watermarks (FWW) Free, onsite only (FO) For a fee (FEE)
University of Puerto Rico	La Abeja	3 reels	newspapers	FNW
University of Puerto Rico	El Agente	6 reels	newspapers	FNW
University of Puerto Rico	El Asimilista	4 reels	newspapers	FNW
University of Puerto Rico	El Avisador	3 reels	newspapers	FNW
University of Puerto Rico	La Azucena	3 reels	newspapers	FNW
University of Puerto Rico	Balanza Mercantil	3 reels	newspapers	FNW
University of Puerto Rico	La Balanza	5 reels	newspapers	FNW
University of Puerto Rico	La Bandera Americana	13 reels	newspapers	FNW
University of Puerto Rico	Boletín Eclesiastico de la Diocesis de Puerto	10 reels	newspapers	FNW
University of Puerto Rico	Brisas del Caribe	4 reels	newspapers	FNW
University of Puerto Rico	La Bruja	7 reels	newspapers	FNW
University of Puerto Rico	El Buscapie	11 reels	newspapers	FNW
University of Puerto Rico	La Conciencia Libre	10 reels	newspapers	FNW
University of Puerto Rico	El Deber	3 reels	newspapers	FNW
University of Puerto Rico	El Diario de Puerto Rico	4 reels	newspapers	FNW
University of Puerto Rico	El Diluvio	5 reels	newspapers	FNW
University of Puerto Rico	El Eco de las Lomas	3 reels	newspapers	FNW
University of Puerto Rico	El Fenix	6 reels	newspapers	FNW
University of Puerto Rico	El Globo	3 reels	newspapers	FNW
University of Puerto Rico	Gráfico	4 reels	newspapers	FNW
University of Puerto Rico	Heraldo del Trabajo	3 reels	newspapers	FNW
University of Puerto Rico	Heraldo Español	7 reels	newspapers	FNW
University of Puerto Rico	El Ideal Católico	16 reels	newspapers	FNW
University of Puerto Rico	La Ilustración Española y Americana	17 reels	newspapers	FNW
University of Puerto Rico	La Instrucción Pública	4 reels	newspapers	FNW
University of Puerto Rico	La Integridad Nacional	7 reels	newspapers	FNW
University of Puerto Rico	El Iris de Paz	5 reels	newspapers	FNW
University of Puerto Rico	Juan Bobo	4 reels	newspapers	FNW
University of Puerto Rico	El Liberal	3 reels	newspapers	FNW
University of Puerto Rico	La Libertad	4 reels	newspapers	FNW
University of Puerto Rico	El Magisterio de Puerto Rico	4 reels	newspapers	FNW
University of Puerto Rico	El Noticiero	4 reels	newspapers	FNW
University of Puerto Rico	El País	6 reels	newspapers	FNW
University of Puerto Rico	El Pequeño Diario	3 reels	newspapers	FNW

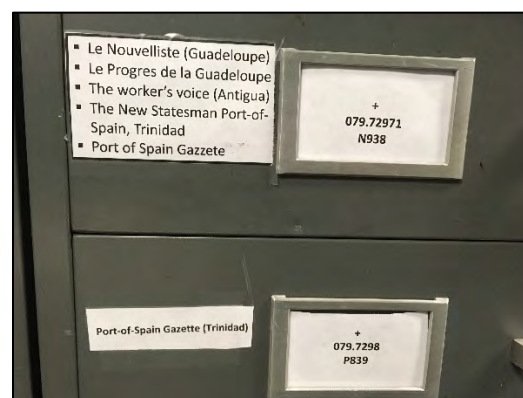
University of Puerto Rico	Pica Pica	11 reels	newspapers	FNW
University of Puerto Rico	La Prensa,	7 reels	newspapers	FNW
University of Puerto Rico	El Progreso	6 reels	newspapers	FNW
University of Puerto Rico	El Publicista	4 reels	newspapers	FNW
University of Puerto Rico	El Pueblo	4 reels	newspapers	FNW
University of Puerto Rico	Puerto Rico Ilustrado	29 reels	newspapers	FNW
University of Puerto Rico	La Razón (Org. Partido Autonomi)	3 reels	newspapers	FNW
University of Puerto Rico	La Razón (Político. Literario...)	6 reels	newspapers	FNW
University of Puerto Rico	La Revista Blanca	4 reels	newspapers	FNW
University of Puerto Rico	Revista de Puerto Rico (San Juan)	3 reels	newspapers	FNW
University of Puerto Rico	Revista de Puerto Rico (Ponce)	5 reels	newspapers	FNW
University of Puerto Rico	Revista Puertorriqueña	3 reels	newspapers	FNW
University of Puerto Rico	The San Juan News	17 reels	newspapers	FNW
University of Puerto Rico	El Tiempo	41 reels	newspapers	FNW
University of Puerto Rico	La Tribuna	3 reels	newspapers	FNW
University of Puerto Rico	Unión Obrera	19 reels	newspapers	FNW
University of Puerto Rico	El Unionista	4 reels	newspapers	FNW
University of Puerto Rico	La Verdad	3 reels	newspapers	FNW
University of Puerto Rico	Vida Alegre	3 reels	newspapers	FNW
University of Puerto Rico	La Voz de la Patria	6 reels	newspapers	FNW
University of Florida	Nassau Guardian	143 reels	newspapers	FNW
University of Florida	Port of Spain Gazette	86 reels	newspapers	FNW
University of Florida	Berbice Gazette	18 reels	newspapers	FNW
University of Florida	Dominica Chronicle	16 reels	newspapers	FNW
University of Florida	Dominican	15 reels	newspapers	FNW
University of Florida	Voice of St. Lucia	15 reels	newspapers	FNW
University of Florida	Nassau Times	10 reels	newspapers	FNW
University of Florida	Barbadian	12 reels	newspapers	FNW
University of Florida	Leeward Island Gazette	9 reels	newspapers	FNW
University of Florida	Royal Gazette of the Leeward Islands	11 reels	newspapers	FNW
University of Florida	The Creole : a commercial, literary and political weekly journal.	9 reels	newspapers	FNW
University of Florida	Dominica Guardian	7 reels	newspapers	FNW
University of Florida	San Fernanado Gazette	7 reels	newspapers	FNW
University of Florida	Bahama Argus	6 reels	newspapers	FNW
University of Florida	Times	6 reels	newspapers	FNW
University of Florida	Bahama Herald	5 reels	newspapers	FNW
University of Florida	Demerary & Essequibo Royal Gazette of British Guiana	5 reels	newspapers	FNW
University of Florida	Tobago Chronicle and Tobago Gazette	5 reels	newspapers	FNW
University of Florida	Nassau Daiily Tribune	3 reels	newspapers	FNW
University of Florida	Royal Gazette of the Leeward Islands	2 reels	newspapers	FNW

University of Florida	Dominica Colonist	2 reels	newspapers	FNW
University of Florida	Tobago Gazette	2 reels	newspapers	FNW
University of Florida	Bahama News	1 reel	newspapers	FNW
University of Florida	Independent Press	1 reel	newspapers	FNW
University of Florida	Trinidad Gazette	1 reel	newspapers	FNW
University of Florida	Tobago Administrator	1 reel	newspapers	FNW

## Representative Sample Documents

Because this project focuses on master negative microfilm, those holdings are in secure, cold storage and photographs are not available. The following pages include images of the local access holdings at UF, and the access record information for a sample of selected titles with the existing metadata.

Also included are sample documents that represent newspaper images digitized from microfilm holdings at UPR and UF, which are already available online.



*Latin American and Caribbean Collections Library at UF, microfilm cabinets for access copies of microfilm. Photograph taken 30 March 2018.*



The *Dominica Guardian* newspaper reels were microfilmed by UF in 1962 from the originals in the files of the Court House of Dominica, BWI. The physical holdings are within the microfilm cabinets, with the other microfilm reels. The records for these reels are brief in the UF catalog and WorldCat.



Microfilm reels for the *Dominica Guardian* and other Caribbean newspapers, from the Latin American and Caribbean Collections Library at UF, in the microfilm cabinets for access copies. Photograph taken 30 March 2018.

The catalog records for the *Dominica Guardian* are provisional records, despite the extreme rareness of this title. The record within the UF catalog is:

```
STA      |a PROVISIONAL |5 FU
FMT      SE
LDR      00303nas^^22001215^^4500
001      029038269
008      980509|||||||n|||||||d
245      00 |a Dominica Guardian |h microform.
651      0 |a Dominica |v Newspapers.
951      |1 08 |a UFU01:002353460; |5 FU
SYS      029038269
```

The user display for the *Dominica Guardian* includes this information and the holdings, but the dates are only in the holding records. This limited cataloging results in the display in WorldCat which references UF for master negative microfilm, yet reflects zero holdings for access copies.

University of Florida Libraries Catalog

Journal Abbreviations | Retrieval Help | Online Requests | Ask a Librarian | Remote Logon

Smathers Libraries | HSC Library | Legal Info Center | Other UF Libraries | Study Rooms

renewals/library account | end session | help

Basic Search | Search begins with (browse) | Advanced Search

"Dominica Guardian" | Anywhere | Search | Start Over

Choose format: Standard | MARC

Record 1 of 1

add | view | print | email | permalink | out | export

**Title:** Dominica Guardian  
**Subjects, general:** Dominica -- Newspapers  
**Format:** Newspaper  
 Serial

**Location:** UF SMATHERS, Latin America Microfilm -- 079.72984D6714  
**Holdings:** 1893-1924  
[Detailed Holdings](#)

UF SMATHERS, Latin America - Microfilm

Description	Call Number	Item Status	Due Date	Note
1923-1924	079.72984 D6714	In-Library Use	Not Checked Out	
1921-1922	079.72984 D6714	In-Library Use	Not Checked Out	
1921-1922	079.72984 D6714	In-Library Use	Not Checked Out	
1918-1920	079.72984 D6714	In-Library Use	Not Checked Out	
1918-1920	079.72984 D6714	In-Library Use	Not Checked Out	
1913-1916	079.72984 D6714	In-Library Use	Not Checked Out	
1913-1916	079.72984 D6714	In-Library Use	Not Checked Out	
1908-1910-1912	079.72984 D6714	In-Library Use	Not Checked Out	
1908-1910-1912	079.72984 D6714	In-Library Use	Not Checked Out	
1903-1907	079.72984 D6714	In-Library Use	Not Checked Out	msg. Apr. 13, 1906
1903-1907	079.72984 D6714	In-Library Use	Not Checked Out	msg. Jan. 5, Dec. 26, 1894, Dec. 23, 30 1896
1898-1902	079.72984 D6714	In-Library Use	Not Checked Out	
1893 Apr 29-1897	079.72984 D6714	In-Library Use	Not Checked Out	
1893 Apr 29-1897	079.72984 D6714	In-Library Use	Not Checked Out	

www.worldcat.org/title/dominica-guardian/oclc/1673983&referer=brief\_results

**The Dominica guardian.**

Publisher: Roseau, Dominica.  
 Edition/Format: Journal, magazine : Periodical : Microfilm : English  
 Rating: ☆☆☆☆ (not yet rated) 0 with reviews - Be the first.

Nearby libraries to 32611

History of Science Society  
 Gainesville, Florida  
 32611-7360, United States  
 < 1 m / km

Alachua County Library District  
 Gainesville, Florida  
 32601-5453, United States  
 < 1 m / km

Librarian? Claim your library

Borrow / obtain a copy

You are connected to the UNIV OF FLORIDA network

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Details

**Material Type:** Periodical  
**Document Type:** Journal / Magazine / Newspaper  
**OCLC Number:** 1673983  
**Notes:** Originals in the files of the Court House of Dominica, B. W. I.  
**Reproduction Notes:** Microfilm copy (negative). Gainesville, Florida. University of Florida Library. 1962.  
**Description:** reels.



The image below is from *La Correspondencia de Puerto-Rico*, which was digitized as part of the NDNF grant. The files are now online in *Chronicling America* (<https://chroniclingamerica.loc.gov/lccn/sn91099747/1910-02-06/ed-1/seq-1/>) and are in process for loading to dLOC and the Biblioteca Digital Puertorriqueña.





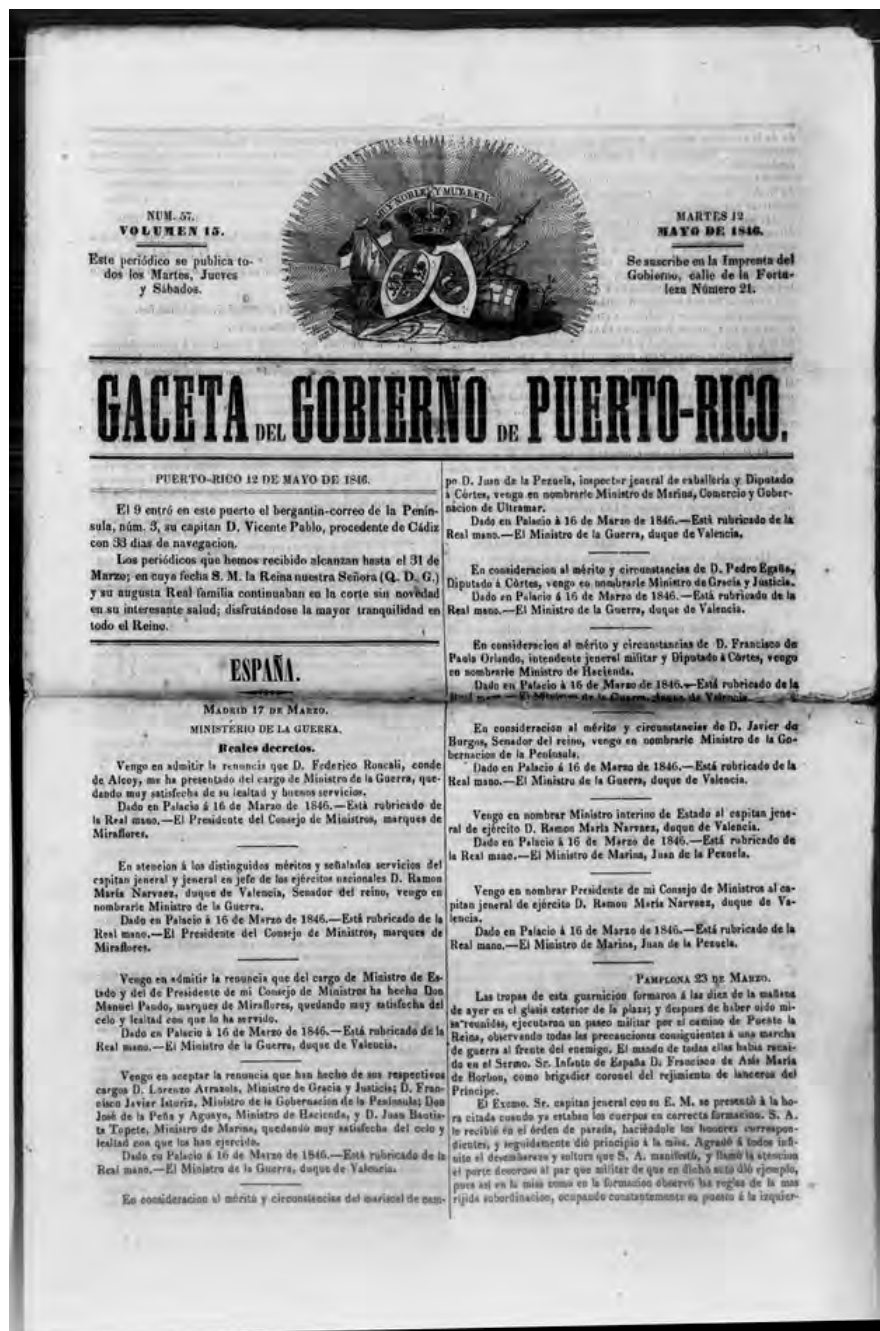
The citation for this is:

*La correspondencia de Puerto Rico*. (San Juan, P.R.), 06 Feb. 1910. *Chronicling America: Historic American Newspapers*. Lib. of Congress.

<<http://chroniclingamerica.loc.gov/lccn/sn91099747/1910-02-06/ed-1/seq-1/>>

Additionally, UPR has created full CONSER catalog records for the titles digitized for the NDNF grant program. UPR's non-digitized newspapers were catalogued at the US Newspaper Project standard when all of their film was generated.

The image below is from *La Gaceta*, which was digitized as part of the NDNP grant. The files are now online in *Chronicling America* (<https://chroniclingamerica.loc.gov/lccn/2013201074/1846-05-12/ed-1/seq-1/>) and are in process for loading to dLOC and the Biblioteca Digital Puertorriqueña.



The citation for this is:

*Gazeta de Puerto-Rico*. [volume] ([San Juan, P.R.], 12 May 1846. *Chronicling America: Historic American Newspapers*. Lib. of Congress.

<<https://chroniclingamerica.loc.gov/lccn/2013201074/1846-05-12/ed-1/seq-1/>>

## **Rights, Ethics, and Re-Use Statement**

*Film on a Boat* seeks both to preserve and to provide enduring open online access to newspapers from the Caribbean Basin, in collaboration with the Digital Library of the Caribbean (dLOC) with its more than 40 national/international partners. dLOC has partners and affiliates in all of the countries included in the title list, and will leverage its partnership with the Association of Caribbean University, Research, and Institutional Libraries to ensure that the materials are free of any restrictions; promoted within their countries of origin and diasporic connected locations; and that copies of all digital files are available to be delivered for holding and hosting onsite within their designated and originating countries and communities.

### **Rights Statements**

In order to further use and re-use, all materials digitized from this project will be shared through dLOC with a rights statement in accordance with the statements from RightStatement.org.

Currently, statements on RightsStatements.org are only available in English

(<http://rightsstatements.org/en/documentation/translations.html>). For the newspapers in languages other than English, UF, UPR, and dLOC will collaborate to contribute translations for the rights statements, to have statements in use in the same language as the materials.

### **Copyright**

All materials selected for this project are from 1922 and older. These older newspapers have been selected to support research comprehensiveness on the development of the region in relation to the major migration with the building of the Panama Canal, as well as to ensure that as few restrictions as possible apply.

All of the newspapers from the University of Puerto Rico are from Puerto Rico, and so are free of copyright in following US copyright law. The newspapers are also free from any embargoes or other restrictions. The newspapers from Puerto Rico will be digitized and displayed with the “No Copyright – United States” statement from RightsStatements.org:

<http://rightsstatements.org/page/NoC-US/1.0/?language=en>

While all US publications prior to 1923 are out of copyright, copyright restrictions for other countries vary. The newspapers from the UF holdings span multiple countries. The countries for the selected materials and their copyrights and moral rights legislation are:

- Antigua, <http://www.wipo.int/wipolex/en/profile.jsp?code=AG>
- The Bahamas, <http://www.wipo.int/wipolex/en/profile.jsp?code=BS>
- Barbados, <http://www.wipo.int/wipolex/en/profile.jsp?code=BB>
- Dominica, <http://www.wipo.int/wipolex/en/profile.jsp?code=DM>
- Guyana, <http://www.wipo.int/wipolex/en/profile.jsp?code=GY>
- St. Lucia, <http://www.wipo.int/wipolex/en/profile.jsp?code=LC>
- Trinidad and Tobago, <http://www.wipo.int/wipolex/en/profile.jsp?code=TT>

Based on the review of copyright, intellectual property, and moral rights defined by the laws of the included countries, all materials appear to be free from restriction. If the project is awarded, the UF project team will collaborate directly with officials in the different countries to ensure that any additional restrictions or concerns are fully addressed and supported. The newspapers to be digitized will utilize the “No Copyright – United States” statement from

RightsStatements.org: <http://rightsstatements.org/page/NoC-US/1.0/?language=en>. As the materials are digitized and more information is available to share with researchers for further investigation on copyright, select materials may be changed to have the “No Known Copyright” statement from RightsStatements.org applied:  
<http://rightsstatements.org/page/NKC/1.0/?language=en>

#### Ethics: Moral Rights

For the non-US publications, moral rights apply. Moral rights include the right to proper attribution (or to no attribution when a pseudonym or anonymity is desired) and the presentation of the work as a whole (as opposed to a selection of an artistic work, for example). The materials digitized for this project will be presented with full bibliographic citation information, including updating the currently limited records to full catalog standards so that the materials are easily findable, referenceable, and useable. The materials for this project will also be presented in full, with full pages, issues, and reels for the most complete context possible.

#### Ethics: Privacy

The materials selected for this project were also selected to ensure they do not infringe upon the privacy rights or concerns of any living individuals.

#### Ethics and Re-use

In addition to the technical presentation, the project institutions will collaborate through dLOC with partner institutions in the region and country as applicable to share news of these resources being available online, to further the original intent and design of the materials within the community and country of origin. The project institutions will also collaborate with dLOC partners and through other library, scholarly, archival, and other communities to promote awareness of these materials throughout the diaspora, in keeping with supporting the communities for context and use of materials.



August 20, 2018

To the Members of the Review Committee for  
CLIR Digitizing Hidden Special Collections and Archives Grant Application

Dear Committee Members,

I am writing to offer my support for the project “Film on a Boat: Digitizing Historical Newspapers of the Caribbean” (application number: 0000000180) by the University of Puerto Rico-Río Piedras (UPR) and the University of Florida (UF), invited finalists to the Council of Library and Information Resources’ (CLIR) Digitizing Hidden Special Collections and Archives program.

As a free-lance archivist and cultural heritage professional, currently residing in Barbados, West Indies, I am familiar with University of Florida’s work with and impact in Caribbean and Latin American Studies through my work and professional associations and activities in the region. I first partnered with dLOC when digitizing the Barbados Synagogue Restoration Project records that were subsequently [uploaded](#) to dLOC. UF’s digitization team was always at my side to help me solve any technical issues I had, particularly since it was the first time I was using the platform.

Since then, UF librarians, and in particular the dLOC team, have been supportive in an array of projects I am involved in, and always contribute their time and knowledge not only for technical matters, but also to point me to other people and collaborative opportunities in the region. They have introduced me to Caribbean-, as well as US-based, professional networks, and a community of people passionate about preserving and promoting access to Latin American and Caribbean material.

More specifically, Dr. Laurie Taylor, Co-PI in this application, was instrumental in my partnership with the Barbados Archives to secure a British Library Endangered Archives Programme grant to digitize the Barbados Mercury Gazette and has supported this project since its inception. You can read more about it [here](#). UF librarians and tech staff have provided the training for the digitization, as well as technical support during the writing of the grant and at every step after that.

When digitized, the newspaper will be added also to dLOC’s Caribbean Newspaper Digital Library (CNDL). This is not simply for preservation purposes (i.e., having three sets of the



digitized images in three different locations: British Library, dLOC, Barbados Archives), but also to position this newspaper among a network of other newspapers by making it accessible through the CNDL, as a one stop point for the study of the Caribbean.

Newspapers are important primary sources for scholarly purposes, but also for genealogists, students, and history enthusiasts. Providing federated open access to newspapers is of great importance for the Caribbean and Latin American regions considering the following:

- a) The challenging climate conditions in the region that make archival and library work a race against time,
- b) The recent natural disasters due to climate change that become more catastrophic each year,
- c) The fact that due to chronic underfunding repositories in the area have limited inventories and staff, and some of the material in the reels that the “Film on a Boat” aims to digitize might have already disappeared, either due to preservation conditions or through theft.

Considering the above, dLOC’s work to host, preserve and promote digitized material is critical, and has in fact become urgent. It is because of this urgency that I would like to strongly recommend the “Film on a Boat” project for your consideration for funding through a CLIR Hidden Collections grant.

Beyond digitization, my opinion as an archivist is that one of the most important results of this project will be the work with metadata. Firstly, because the existing PDF guides cannot be searched or queried properly, thus metadata will be reviewed, updated and created and the material will be properly described and inventoried. Secondly, because through enhanced metadata the “Film on a Boat” material will become part of CNDL and this will result in increased access and retrieval. Thirdly because by making the digitized files and associated metadata available in 9 platforms the material will gain even greater visibility.

The “Film on a Boat” material itself is of great importance for Caribbean and Latin American history since they cover a tumultuous period of the region, i.e. colonialism, slavery, abolition and its aftermath, independence. As mentioned above, it might be the case that it is not anymore possible to locate or access some of the physical pages and/or titles that were microfilmed in the 1950s and 1960s by UF librarians, due to climate conditions and political upheaval and restructuring accompanying the transition to independence by the former British colonies represented in this collection.

Digitization, metadata creation, and open access online of the “Film on a Boat” material is of great importance for scholarship on the Lesser Antilles region of the Caribbean which has been limited due to lack of accessible material, as well as difficulties accessing local institutions. The scale, comprehensiveness and representation of the material is simply breath-taking, and as such will be crucial for scholars researching the region or teachers teaching history, both in the region as well as abroad. Because these newspapers are incredible primary sources, it will provide scholars with a window to the voices of local actors in the writing of history and will make current narratives of and about the Caribbean more inclusive.



Last but not least the availability of the material digitized online and their accompanying metadata can facilitate new ways of scholarly inquiry through visualizations, spatial digital humanities projects or data mining applications. The provision of OCR'ed text files for each image is also of importance in view of the recent [collections-as-data](#) trend in archives.

In summary, I believe that this project is worthy of funding through CLIR's national funding program because:

- The project's PIs are uniquely qualified to lead the project to completion. All of them have proven track record of digital projects and work with collections that have made a difference in the Caribbean and Latin America.
- dLOC has already an extensive network of partners in the region and the US and has the technological capacity and personnel to sustain the necessary work and collaborations to maximize the impact of this project on the multiple communities that will benefit from it.
- dLOC and the project PIs share the passion of engaging communities and helping create communities of practice, connecting people, resources, projects. They are uniquely positioned to amplify and promote this material and enhance access and scholarship with it.
- When the "Film on a Boat" is digitized it will not simply be an insular collection but will be part of the CNDL network of resources. As a primary source, it will be greatly contextualized through its association with other newspapers of the region, and other pertinent material.
- When digitized, the "Film on a Boat" material will enhance scholarship that has impact on multiple disciplines and areas of study.
- UF and UPR have already collaborated and as such this collaboration is not an experiment but is based on workflows and protocols already tested and personnel already familiar with working in the region.

Because of the above reasons and considering the importance and potential of these collections, it is well suited for CLIR's funding purposes. I would like thus to offer my full support to and recommendation for the "Film on a Boat" project to be considered for funding through a CLIR Digitizing Hidden Special Collections and Archives Grant.

Sincerely,

Amalia S. Levi  
Chair, The HeritEdge Connection Inc.

email: **REDACTED**





August 6, 2018

Council of Library and Information Resources  
Digitizing Hidden Special Collections and Archives program  
1707 L Street, NW  
Washington, DC 20036

Dear Members of the Review Committee:

I am delighted to write this letter of support for the University of Puerto Rico-Río Piedras and the University of Florida's Council of Library and Information Resources' (CLIR) Digitizing Hidden Special Collections and Archives programs grant proposal. The *Film on a Boat: Digitizing Historical Newspapers of the Caribbean* project will not only make a wealth of previously hidden resources available to the public, which unto itself is an admirable goal, but will also serve to facilitate unique educational opportunities across a diverse spectrum of the humanities.

The Center for Puerto Rican Studies (Centro) has a long tradition of supporting creative endeavors as a way of elevating the field of Puerto Rican studies to a national level. Centro's accomplished researchers, dedication to civic engagement, and distinguished Library & Archives all provide rigorous and enriching experiences to the public, faculty, scholars, and the greater academic community.

Centro has already benefited tremendously from previous efforts by the University of Puerto Rico, and due to their efforts, our library has among the most comprehensive microfilm collections of Puerto Rican periodicals on the U.S. mainland; resources that have been used countless times by scholars across many disciplines. Centro understands the importance of preserving and providing digital access to even more Caribbean newspapers and these will no doubt allow us to strive ever closer to our mission of understanding, preserving and sharing the Puerto Rican experience.

The University of Puerto Rico has time and time again proven its dedication to the Center for Puerto Rican Studies and has an established track record of producing wonderful scholarship and a dedication to the stewardship of the Puerto Rican historical record. I have no doubt that the amount of planning and consideration that has gone into this grant proposal is consistent with the University of Puerto Rico's history of successful projects. The University of Puerto Rico is the leading academic institution in Puerto Rico, a U.S. territory with many distinguished institutions of higher learning. For more than one hundred years, the UPR has led the way in the creation of scientific and humanistic knowledge in Puerto Rico and throughout the Caribbean region. Its libraries and archives contain troves and riches that have benefitted the creation of generalized knowledge for decades. The staff is highly trained, dedicated,



competent and professional. In fact, among their staff are former staff members of the Center for Puerto Rican Studies Library and Archives who have returned to the island.

The University of Puerto Rico-Río Piedras houses also the Institute of Caribbean Studies, dedicated to the research and dissemination of knowledge on subjects with regional bearing. The institute publishes *Caribbean Studies*, a leading peer-reviewed journal with a regional and hemispheric readership and scholarly contributors. These scholars will undoubtedly find the trove of resources available to them through the digitization project proposed by the University of Florida and the University of Puerto Rico invaluable in their endeavors. One of the factors hindering greater research production around the Caribbean is the accessibility to primary sources spread throughout the Caribbean. Having resources such as digitized newspaper collections will lower research costs enormously and will increase the use of resources presently housed in physical locations that are not always accessible to the average scholar. This has been our experience with the archival collections under our stewardship; as they become digitized their use increase as does the knowledge that is produced as a result of that increased availability.

The University of Puerto Rico has a wealth of information contained in its archival collections. Its *Colección Puertorriqueña* holds approximately 500 titles of rare, contemporary and current newspapers. To be able to share these holdings with scholars throughout the region and beyond, by depositing the digital files with the Digital Library of the Caribbean, assures not only their increased use but also their integrity. Recent hurricanes in the Caribbean have made manifest the vulnerability these resources face in extraordinary circumstances. The devastating hurricanes that struck Puerto Rico less than one year ago forced the closure of university campuses throughout the island, preventing students and scholars from accessing those resources. Digitizing those resources and depositing them in the Digital Library assures not only their accessibility but also their actual preservation and survival for future generations. This subsidiary outcome of the digitization process is of intrinsic value in and of itself. It is also pressing in its timeliness given existing vulnerabilities to which those resources may be exposed. Furthermore, the request for funding is to continue an existing effort. It therefore allows not simply for the continuation of the work, which is the ultimate goal, but to do so efficiently over the longer term as the procedures and logistical components of the digitizing work are already in place and functioning as expected. Maintaining the working relationship between the University of Florida and the University of Puerto Rico is valuable as well as it sustains synergy for the present and future projects.

The Caribbean region is a source of population that has increasingly relocated to the United States and has settled in distinct geographic communities throughout the United States, mostly in the Northeast and the Southeast. There are presently 11 million people of Caribbean origin or descent in the United States, of which nearly 7 million were born in that region. Access to primary sources from the Caribbean can and will contribute to explaining the process by which

such a large segment of the population has found itself in the United States. With the current interest on migration and immigrants in the United States, analysis of political, economic and social determinants of immigration is timely; and this analysis is fostered by making accessible relevant sources of information. The information that the University of Florida and the University of Puerto Rico will be able to preserve and make accessible through the Digital Library of the Caribbean will be of primary importance.

The digitization project involved in *Film on a Boat: Digitizing Historical Newspapers of the Caribbean* transcends geographical regions in the United States (Florida and Puerto Rico), supporting state-funded institutions of higher learning, with a regional and international scope. Consequently, it is appropriate that it receive national funding.

I am confident in the leadership and the quality of the staff the University of Puerto Rico and the University of Florida have assembled for this grant and look forward to sharing the benefits of this project with the greater Puerto Rican studies community. I strongly believe the Council of Library and Information Resources should fund this proposal and I am available to discuss this in greater detail.

Sincerely, 

Edwin Meléndez

Director



Center *for* Research Libraries  
GLOBAL RESOURCES NETWORK

Review Committee  
Council on Library and Information Resources  
1701 L Street, NW  
Washington DC 20036-4201

September 7, 2018

Members of the Review Committee,

I write to offer my most fervent endorsement of the funding proposal *Film on a Boat: Digitizing Historical Newspapers of the Caribbean*, submitted by the University of Florida (UF) and the University of Puerto Rico-Rio Piedras (UPR) to CLIR's Digitizing Hidden Special Collections and Archives program.

The project proposed will digitize and make freely available on the web a collection of Caribbean newspaper titles from the nineteenth and early twentieth centuries. Aside from materials preserved but largely unavailable in U.K. and European collections, these materials are among the relatively small number of documents of Caribbean history and material culture to survive from the colonial and post-colonial eras. As such they provide a vivid window into the politics, culture, and everyday life in a region from whence emerged many in the West Indian diaspora communities of New York, Boston, Chicago, Miami, and other American cities. For the many U.S. ethnic and immigrant communities from the region the project would open a new window on their past.

**Newspapers are among the most important primary source materials for historical research in general.** CRL's own surveys of scholars and library specialists in Latin American and Caribbean studies unfailingly identify newspapers as among the most desirable sources of information on the region, used by researchers in a wide variety of disciplines ranging from economic history to political science to sociology to environmental studies. Cultural historians now mine such materials for evidence of the lives, interests, and achievements of indentured and enslaved peoples in the region, on which contemporaneous written records are scarce. For a region whose future is particularly sensitive to climate change, the newspapers also hold important data on meteorological phenomena in past eras.

**Unfortunately the collection of newspapers assembled by the UF and UPR partnership is truly "hidden".** Brought together only on microfilm, the materials are essentially unavailable to historians and researchers. Students and scholars are increasingly reluctant to use film-based materials. The materials are also entirely inaccessible to the people of the region whose history and culture they document.

The project will build upon the successful multi-year partnership created by the University of Florida and the University of Puerto Rico-Rio Piedras. That partnership has preserved critical cultural heritage materials and has digitized and made available via the web historic newspapers from the Caribbean. The proposed project will exploit the Digital Library of the Caribbean (DLoC), a robust platform built and sustained by the University of Florida, Florida International University and other partners. DLoC has emerged as a trusted portal to digital primary source materials for the study of Latin American and Caribbean history. As such it is the Open Access repository of choice for historical newspapers and government documents from the region

digitized cooperatively through CRL partnerships with the Law Library Microform Consortium and several U.S. and Canadian research universities.

**The project proposed will enlarge in significant ways the existing body of newspapers from an important region available electronically.** The Library of Congress National Digital Newspaper Project (NDNP) has created a sizable open access repository of digitized newspapers from the U.S. However a search of the NDNP's *Chronicling America* database turns up only three Puerto Rican newspapers, and for those titles only fragmentary holdings.

CRL has played an active role in coordinating microfilming, and now digitization, of newspapers from the Global South by U.S. and Canadian libraries. The Area Materials Projects (AMPs) work under the CRL umbrella to identify and preserve important at-risk newspapers from all world regions. This is an activity to which even the largest U.S. research libraries are able to devote only limited resources these days: acquisition and microfilming have been sharply curtailed, and collections are actively being weeded to reclaim space for other purposes. To date CRL and the AMPs together have digitized fewer than 25 newspaper titles from the Caribbean, and only partial runs of those at that.

By adding the titles identified to the Digital Library of the Caribbean the current project proposes to effectively double the number of digitized titles from the region available electronically, significantly expanding open web resources for Caribbean studies.

**Moreover, by adding these materials to the open access DLoC database the project will help counter a problematic trend: the monetization of public domain materials by commercial publishers.** In recent years publishers like Ancestry.com, ProQuest, Gale, Adam Matthew, and others have negotiated from certain academic and public libraries exclusive rights to electronic publication of archives and other historical collections. The resulting inclusion of these materials in expensive proprietary databases disadvantages users in the Global South and is a growing stress on the budgets of U.S. libraries. CRL has endeavored to discourage this practice by uniting U.S. and Canadian research libraries in dealing with the publishers and advancing our common interests. The proposed project would be another powerful wedge in our effort.

The University of Florida has a proven reputation in the fields of preservation and digital resources. Its specialists have played leading roles in Latin American Materials Project (LAMP) and Latin American Research Resources Program (LARRP), initiatives that preserve Latin American cultural and historical materials under the Center for Research Libraries umbrella. The University is eminently qualified to implement and complete the proposed project. Its commitment to sustaining the digital Library of the Caribbean, moreover, has been demonstrated by more than a decade of investment, and is clearly evidenced by the trust that other U.S. and Latin American institutions have placed in it as a repository of record.

Therefore I hope that the Committee will give the *Film on a Boat: Digitizing Historical Newspapers of the Caribbean* proposal its fullest consideration for funding.

Sincerely,

President



## AMHERST COLLEGE

Department of Black Studies

August 19, 2018

### CLIR Grant

Digitizing Hidden Special Collections and Archives

Council on Library and Information Resources

1707 L Street NW, Suite 650

Washington DC 20036-4201

Members of the Review Committee,

I enthusiastically support the collaborative project between the University of Puerto Rico and University of Florida, titled *Film on a Boat: Digitizing Historical Newspapers of the Caribbean*. The digitalization of newspapers from the University of Puerto Rico will radically expand access to an important collection of historical documents.

I am an Associate Professor of American Studies and Black Studies at Amherst College. I earned a PhD in Latin American and Caribbean Studies at the University of Wisconsin-Madison. My research focuses on the modern history of Puerto Rico, the Caribbean, and US empire. I have worked with the newspaper microfilm collection at the University of Puerto Rico since 2001. My doctoral dissertation and first book project on the topic of education and US empire in Puerto Rico required that I visit the UPR and use the microfilmed newspapers to research the debates and opinions of teachers, parents, and students in the early twentieth century. I have also taken frequent trips to the UPR to conduct newspaper research on my second book project, supported by the ACLS, on the history of street children and incarcerated youth in mid-century Puerto Rico. I am familiar with the microfilmed newspaper collection as well as with the difficulty of securing research and travel funds to visit the UPR.

Puerto Rico has an exceptionally rich newspaper history. Scholars whose research focuses on the late-nineteenth and twentieth centuries must access historical newspapers. Significantly, the newspaper collection at the UPR includes newspapers that were published outside of the main metropolitan area of San Juan. That allows historians to access the ideas and perspectives of journalists and authors in the diverse regions of the island – especially the second city of Ponce in the southwest, and other larger cities in the northwest (Mayaguez), southeast (Guayama), and northeast (Fajardo). For my current book project on street children, I am particularly interested in conducting research in newspapers from the cities of Mayaguez and Ponce, where the boys' and girls' correctional schools were located. In the newspapers, I can trace the debates that emerge between the staff and inmates at the institutions with the local communities.

The newspapers in the collection also provide a diversity of perspectives. Significantly, newspapers are one of the main sources for the history of labor unions and workers in Puerto Rico (unionization and strikes of men and women in sugar, maritime, and textile industries). The diversity of newspapers in the collection also allows historians to examine the intricate politics of colonialism throughout the twentieth century, that is the perspectives of nationalists, pro-statehooders, and the colonial government's repression of political dissent. In addition, Puerto Rico is part of the greater Caribbean and the newspapers allow us to trace how political ideas and movements emerged concurrently throughout the region. This allows scholars to move beyond limited national/colonial boundaries and trace ideas and movements across the island, the continental Caribbean, the United States, and Europe.

While historians are required to visit the newspaper collection at the UPR, unfortunately, in the last decade, it has become harder than usual to gain access. The US recession that began in 2007 generated a funding crisis for universities on the mainland and the overseas territories. It has become increasingly difficult for doctoral students and faculty to secure research and travel funds to visit the island for any extended period of time. Newspaper research is time-consuming and short visits due to lack of funding hamper the depth and substance of scholarship. In addition, over the last twenty years Puerto Rico has suffered a severe economic downturn which led to the government declaring bankruptcy. In turn, public libraries, archives, and universities have lost public funding and have been forced to cut back on staff and hours of service. Often, those scholars who have secured funding and are able to travel to the UPR find, upon arrival, that the library is closed or staff are not available to grant them access to the materials.

For these reasons, I hope the reviewers will make this project a priority for funding. I enthusiastically support the UPR and UF collaborative project, *Film on a Boat*. Digitizing the newspaper collection from the University of Puerto Rico and making it accessible to a larger number of scholars (located both in the United States and the island) through the Digital Library of the Caribbean (dLOC) could revolutionize scholarship on the history of Puerto Rico, the Caribbean, and US empire. Once scholars can more easily access the rich and diverse collection of voices in the historical newspaper collection, we will be able to produce a more nuanced and balanced critical scholarship.

Please contact me with any questions.

Sincerely,

Solsiree del Moral  
Associate Professor  
American Studies and Black Studies  
Amherst College



Members of the Review Committee  
Council on Library and Information Resources  
1707 L Street NW, Suite 650  
Washington, DC 20036-4201

To Whom It May Concern:

I write to support the CLIR grant application for the project *Film on a Boat: Digitizing Historical Newspapers of the Caribbean*, a collaboration between Digital Library of the Caribbean (DLOC) and University of Puerto Rico-Rio Pedras. The collections being digitized provide texture to an already rich history of Caribbean social and political activity as documented in the newspapers of the day. Titles such as the *Dominica Colonist*, which I have so far been able to access only in print at the National Archives of Dominica, illuminate the challenges of a post-Emancipation society in the British West Indies, while other publications such as the *Gazettes of Trinidad and Tobago*, the *Leeward Islands*, and *British Guiana* (at University of Florida) highlight the Crown and local government's efforts to maintain and develop these post-slavery societies. *El Unionista*, as an example, chronicles the events, movements and personalities of workers' rights in a recently annexed Puerto Rico.

As a scholar of Caribbean literary and cultural studies, I have a vested interest in seeing these collections digitized. Existing digitized collections of the Digital Library of the Caribbean have been integral to my scholarship on through articles larger print and digital research projects. It is through my use of DLOC that I was able to recognize the extent of the gaps in knowledge sharing that exist between the Caribbean region and the wider diaspora. My experience conducting research on reading culture in the Caribbean from the late 19th century to the contemporary moment highlighted the ways that archives and rare materials about Caribbean life and culture are mostly housed outside the region and restrict the intellectual and cultural consciousness of Caribbean history within the Caribbean community. I recognized how digital spaces make possible the access of Caribbean people to their own displaced history via the openness, relative affordability and mobility of digital spaces and the histories shared in open access formats. The newspaper and magazine collections expected to be digitized through this grant are examples of the types of resources that need to be returned to the Caribbean community.

Digitization serves as a sustainable form of preservation and a cost-effective way to distribute knowledge widely across the Caribbean and to a diverse body of users, including but not limited to students and teachers within the Caribbean at primary, secondary and

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Dominica State College Stock Farm Campus  
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E-Mail: [createcarib@gmail.com](mailto:createcarib@gmail.com)

tertiary levels; scholars of Caribbean studies who require rare primary sources for their research; and a general audience of engaged citizens who promote the history and culture of the Caribbean in their daily life and work.

As a scholar of digital humanities in the Caribbean and the founder of Create Caribbean Research Institute, the first digital humanities center in the Caribbean, I am grateful to the designers and researchers on the *Film on A Boat* project who work to ensure the viability of our programs and projects by making the rare and historically inaccessible material available for teaching and research within the Caribbean itself. The use of Caribbean-specific primary sources and archival material has had a significant positive impact on learning outcomes and on civic engagement among students ages 17-21. Using the resources of *Film on a Boat*, I can continue to energize the internship training of college students at Create Caribbean and students of my Digital Humanities Research course in specific areas of digital history and digital humanities, with a special emphasis on use of the archives and the importance of digital archives as sustainable practice of intellectual production and cultural preservation.

Matters of sustainability as they pertain to archives and research material are now more critical than ever in the age of climate change disaster. The *Film on A Boat* project brings to light histories that allow students to find new ways to engage old stories about themselves and their ancestors, but also offers an opportunity for these students to engage and be accountable for the practice of preservation in the era of technological ascendancy and climate change disaster.

I want to strongly recommend the funding of this project and pledge my support to the application and the ongoing work of the *Film on a Boat* project.

Sincerely,

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Schuyler K Esprit, PhD  
Founder and Director  
Create Caribbean Inc.



## **Project Plan**

UF, UPR, and dLOC will partner together to complete this project. For the project plan of activities, UF will lead the project, with a subaward to UPR, and dLOC partners as collaborating contributors, with additional outside vendors to complete this project. The primary production stages of this project consist of:

- Regeneration of microfilm
- Microfilm review, issue level report preparation, and shipping
- Vendor digitization
- Creation of CONSER records
- Ingest of vended materials, digitized according to NDNP Specification
- Promotion and outreach

At the start of the project, UF will contract with Iron Mountain as the sole source vendor for the duplication of UF master negative microfilm held in cold storage at Iron Mountain. UPR Microfilm Center will duplicate master negative microfilm from their holdings. The duplication process will begin immediately with the start of the grant period to ensure the film is available in a timely manner for digitization for successful on-time project completion. Also at the start of the project, UF will initiate a competitive bidding process for microfilm digitization. Recent vended project experiences with NDNP and the Latin American Materials Projects have utilized Creekside Digital and Digital Divide Data to undertake similar projects.

In the first quarter of 2019, UF will hire the Assistant for the project, UPR will hire the student assistants, and the project team will select the digitization vendor to begin digitization in the second quarter, which will then continue for almost the full duration of the grant. Starting in the second quarter, the UF and UPR Assistants will collate the reels, create metadata as necessary for the issue present indicators and page present indicators. The UPR team will prepare and send the collation information along with the duplicated reels to UF. The UF Assistant will then prepare and ship the UF and UPR reels with collation information to the digitization vendor. The vendor will create the deliverables (TIFFs, derivative images, metadata, OCR files) and validate the deliverables using the NDNP DVV tools. The vendor will ship the validated deliverables to UF. UF will trace receipt of the deliverables and revalidate. Starting in the fourth quarter of 2019, UF will create CONSER MARC records for the newspaper titles and upload materials to dLOC. Along with the UF and UPR project team members, the UF and UPR Assistants will continue these different work activities this work throughout the full grant period.

Throughout the grant period, as reflected in the chart on the next page, UF and UPR will ensure quality control of metadata and materials, and open access and archiving of all materials from the dedicated webpage in dLOC for these titles, with UPR undertaking similar quality control for materials hosted on Biblioteca Digital Puertorriqueña (BDP). Also throughout the grant period, UF, UPR, and dLOC partners will conduct outreach and promotion, as has been executed for other major collections and programs within dLOC, to engage scholars, teachers, students, and communities on these materials.

	2019				2020				2021			
<b>Activities &amp; Responsible Institutions</b>	<b>Jan-Mar</b>	<b>Apr-Jun</b>	<b>Jul-Sept</b>	<b>Oct-Dec</b>	<b>Jan-Mar</b>	<b>Apr-Jun</b>	<b>Jul-Sept</b>	<b>Oct-Dec</b>	<b>Jan-Mar</b>	<b>Apr-Jun</b>	<b>Jul-Sept</b>	<b>Oct-Dec</b>
Create 2N silver negative microfilm from UF masters (UF and Vendor, Iron Mountain)												
Hire and train Assistant II (UF)												
UF collates reels (UF)												
Duplicate selected newspapers from master negatives housed at UPR-RP Microfilming Center (UPR)												
UPR collates reels (UPR)												
Create metadata as necessary for required Issue Present Indicators and Page Present Indicators (UF and UPR)												
Deliver to UF duplicated microfilms (UPR)												
Create deliverables: TIFFs, derivative images, metadata, OCR files, per guidelines specified in the technical plan (Vendor)												
Validate deliverables using DVV (Vendor)												
Ship validated deliverables to UF (Vendor)												
Trace receipt of deliverables (UF)												
Revalidate all deliverables from vendor (UF)												
Upload deliverables to dLOC (UF)												
Update/create CONSER MARC records for newspaper titles (UF and UPR)												
Ship deliverables to UPR (UF)												
Upload to Biblioteca Digital Puertorriqueña (UPR)												
Outreach and Promotion (UF, UPR, dLOC partners)												

## **Technical Plan**

### **OVERVIEW**

*Film on a Boat* follows technical standards set forth in the National Digital Newspaper Program (NDNP) and the successful processes and workflows in use with the *Florida and Puerto Rico Digital Newspaper Project*, which has completed two funding phases and is currently in process on the third phase.

### **MICROFILM DUPLICATION**

Once project staff has confirmed titles for digitization, the second-generation silver negatives will be created from camera master negatives. The UPR film will be reproduced by UPR's Microfilm Center and the UF film will be duplicated by an outside vendor currently handling all film duplication processes for UF. The cost of film duplication has been normalized at the same cost per reel for both UF and UPR-RP to ensure equitable distribution of funds and to allow for possible fluctuations in duplication costs. Following duplication, all film will be temporarily housed at UF prior to being sent out for digitization.

### **VENDOR SELECTION**

The *Film on a Boat* Project will rely on a vendor to scan microfilm, create the derivative files, perform OCR and encode metadata. Florida state law requires selection of the vendor through UF's Request for Proposal (RFP) process. Consequently, a vendor cannot be chosen until after the project team has received notification of the grant award. Upon receipt of competitive bids, project staff will select a vendor based on cost and these additional factors:

- Ability to conform to NDNP Technical Guidelines for project deliverables
- Prior experience with microfilm digitization and OCR conversion
- Expertise in derivative file creation and metadata encoding.
- Ability to perform work on a timely basis and meet deadlines
- Proven quality control procedures
- Endorsements from past clients
- Protocols for ensuring the proper treatment and security of microfilm negatives

### **METADATA PREPARATION**

The *Film on a Boat* Project will provide structural and technical metadata to meet guidelines specified in Appendices A, B and C in the [2017 NDNP Technical Guidelines](#). Prior to sending second-generation, silver negatives to the vendor for digitization, project staff will gather basic information about the reels employing use copies held by UF and UPR-RP. Where use copies are unavailable, the second-generation negatives will be checked directly. They will examine each page, paying particular attention to such discrepancies as:

- Newspaper title changes on a reel
- Inconsistent volume, title and page numbers
- Missing or duplicated pages
- Pages out of order

Staff will create a spreadsheet for each reel and note the discrepancies, along with newspaper title, Library of Congress Control Number (LCCN), date, issue/edition and page number. The spreadsheet will be provided to the vendor responsible for digitization of the microfilm and metadata encoding.

For each reel, the *Film on a Boat* Project staff and the vendor will create structural metadata that includes the following:

- A title identifier using LCCNs normalized to MARC21 standard
- A unique identifier for each issue, using LCCN, issue date and edition order
- A unique identifier for each page, using LCCN, issue date, edition order and record sequence number
- Issue/edition metadata for issues/editions known to be published but not available as a digital asset. This information will be represented with a record for the issue/edition, and use of the Issue Present indicator to note that the issue/edition described is not available.
- Page metadata for all pages known to be published but not available as a digital asset. This information will be represented with a record for the page and use of the Page Present indicator to note that the page described is not available. Project staff and the vendor also will create technical metadata for each newspaper page that supports the functions of a trusted digital repository. Additionally technical metadata concerning the quality characteristics of the digitized microfilm will be encoded in a METS object with other digital assets.

UF is a CONSER member with several catalogers trained in creating CONSER records. As part of the *Film on a Boat* project, a cataloger will review the existing CONSER records—creating original full-level CONSER records where no records exist, authenticating non-CONSER records and enhancing CONSER records as needed. Project staff will export the updated records to the Library of Congress in MARC21 Communications format and confirm the record's inclusion in the CONSER/USNP Union List prior to submitting associated digital pages.

## **MICROFILM DIGITIZATION**

The vendor will scan from a clean, second-generation duplicate, silver negative and create derivative files according to specifications described in Appendix B of the [NDNP Technical Guidelines](#). The silver negative will be scanned in 8-bit grayscale with a maximum resolution between 300-400 dpi, relative to the physical dimensions of the original material. Scanning will produce an uncompressed, unprocessed TIFF 6.0 file for each newspaper page on the microfilm. In cases where newspaper titles were microfilmed with two pages per frame, the vendor will make adjustments to produce a single image file for each newspaper page. The scanned TIFF will be de-skewed and cropped to the page edge, if necessary. Prior to digitization of each reel, the vendor will scan a target. The vendor will scan a second target during the reel digitization to aid in monitoring of scan quality. Each target will be described appropriately in reel metadata. The target will be purchased from a source specified by the Library of Congress.

In addition to a TIFF 6.0 file for each newspaper page on microfilm, the vendor will produce a:

- JPEG 2000 file from the TIFF 6.0 file. The JPEG2000 file will conform to the 21 specifications listed in Appendix B of the [NDNP Technical Guidelines](#). For instance, each JPEG 2000 file will have 6 decomposition levels, 25 quality levels and a compression ratio of 8:1.
- PDF file from the TIFF 6.0 file. The PDF file will conform to the 18 specifications listed in Appendix B of the NDNP Technical Guidelines. It will have a file name corresponding to a specific page image, hidden text and metadata referring to the source publication, the date of publication, page number, the reel number and sequence order.

## CREATION OF OCR FILES

The vendor will create one OCR text file for each newspaper page image. The text conversion process will produce files that meet the specifications listed in Appendix B of the NDNP Technical Guidelines. Each text file will contain:

- Uncorrected text
- Word-bounding boxes zoned for column recognition. Files will be free of article level segmentation.
- Bounding box coordinate data at the word level.
- UTF-8 characters
- No graphic elements

The text created through OCR will be encoded using ALTO Version 2.0. If possible, the vendor will supply confidence level data at the page, line, character, and/or word level. Additionally the vendor will seek to provide point size and font data at the character or word level.

## QUALITY CONTROL AND VALIDATION

The *Film on a Boat* Project Coordinator at UF will remain in frequent communication with the vendor via telephone and email. Additionally, project staff will establish a wiki to document procedures, maintain a schedule and track deliveries. After completion of microfilm scanning, file creation and metadata encoding, the vendor will validate files using the NDNP DigitalViewer and Validator (DVV). Vendor staff will validate the following files:

- TIFF 6.0 master digital page image
- JPEG 2000 derivative digital page image
- PDF page image with hidden text
- The OCR text file with bounding-box coordinates

The vendor also will validate that all metadata is in METS as prescribed in Appendices A and C of the NDNP Technical Guidelines. Upon completion of the validation process, the vendor will send validated files on external hard drives to the Smathers Libraries where project staff will:

- Note the receipt of deliverables in the project space
- Revalidate all deliverables
- Request vendor recreate deliverables that failed to validate
- Confirm vendor has accounted for discrepancies noted by project staff during their initial evaluation of reels
- Ensure vendor correctly used Issue Present and Page Present indicators
- Verify the four digital files associated with a newspaper page (TIFF, JP2, PDF and OCR text file) use the same file name and differ only by respective file extensions.

Resulting digital files will be ingested into and made available via the Digital Library of the Caribbean (dLOC), and dLOC's Caribbean Newspaper collection, as well as in the Biblioteca Digital Puertorriqueña, hosted by UPR. The ingest processes rely on internal programming tools for the SobekCM Open Source Digital Repository, where the tools batch prepare and ingest materials digitized to the NDNP specifications, with materials automatically sent to the Florida Digital Archive and the online site for access and preservation.

Digital Library of the Caribbean  
About DLOC | Digital Collections | Partner Collections  
DLOC Home | Digital Library of the Caribbean | Caribbean Newspapers

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Le Matin ( November 13, 1918 )

DESCRIPTION - ALL VOLUMES - MAP IT! - THUMBNAILS - PAGE IMAGES - SEARCH

Go To: [Page 3/3] PRINT SEND +ADD SHARE

Click on image below to access the document online.

Double-click on the image to zoom in.

Le Matin ( November 13, 1918 )

PORT-AU-PRINCE (HAÏTI)

Dimanche 14 Novembre 1918

18 NUMÉRO 15 CENTIMES

Les abonnements sont payables:  
À Port-au-Prince: aux bureaux du journal.  
À Paris: chez M. HENRI & Co, 10, rue de la Harpe.  
À Londres: chez M. HENRI & Co, 10, rue de la Harpe.  
À New York: chez M. HENRI & Co, 10, rue de la Harpe.  
Les abonnements sont payables en avance.

**Le Matin**  
Quotidien

**En France**  
Un Éloquent Discours de M. Clemenceau

**POUR LE PEUPLE JUSTE**  
Cinq nouvelles conditions de Wisou

**Conseil d'État**  
Après le vote des lois nouvelles dans le Sénat, le Président de la République a fait connaître au Conseil d'État, pendant la séance du 12 novembre, les lois nouvelles.

**Faits Divers**  
RENSEIGNEMENTS MÉTÉOROLOGIQUES OBSERVATOIRE DE L'IMPERIALE COLLEGE SAINT-MARTIN.

Le 12 novembre 1918.  
Météorologie.  
Temps: nuageux, vent fort, pluie.

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George A. Smathers Libraries  
Office of the Dean of University Libraries

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September 12, 2018

Council on Library and Information Resources  
1707 L Street NW  
Suite 650  
Washington DC 20036-4201

Dear Members of the Review Committee,

Please accept this letter of institutional commitment and support for the activities outlined in the proposal, *Film on a Boat: Digitizing Historical Newspapers of the Caribbean*. If awarded, this three year partnership with the University of Puerto Rico-Rio Piedras (UPR) will make freely available 800,000 pages of newspapers published in and about the Caribbean which are currently at-risk of being lost forever, for a variety of reasons. Furthermore, these hidden collections of newspapers are essential for meeting ongoing research and community history needs, which are all the more urgent as a result of migration and displacement caused by hurricanes.

The project focuses on newspapers published in: Antigua, The Bahamas, Barbados, Dominica, Guyana, St. Lucia, Trinidad and Tobago, and Puerto Rico. The *Film on a Boat* project team is acutely aware of the importance of accessing historical newspapers for research purposes. These newspapers are hidden with limited holdings and minimal records (many records include only a partial title, for uniquely held materials on microfilm), Scholars at UF and beyond lament the lack of access to these resources with many noting that the need for access to conduct their own research, supervise graduate student research, and teach undergraduate courses. Scholars, librarians, and community members all emphasize the critical importance of access to newspapers from this specific region. Notably, the need for access at scale has been repeatedly articulated. The project team has learned that the history and stories of the region are told across the lands, and thorough research requires access to materials that tell the tales of migration, change, and community that go beyond national borders or land boundaries. The CLIR Hidden Collections program is unique in scale and in focusing on hidden materials. This project presents the opportunity to change access to core materials from and about the Caribbean in a fundamental way.

Faculty and staff of the George A. Smathers Libraries at the University of Florida (UF), a Land Grant and Sea Grant university, agree to manage the partnership and subaward with UPR, produce new second generation microfilm negatives; catalog individual titles; conduct issue-level collation; manage vendor shipping for digitization, create derivative files, and OCR text files; perform quality control on deliverables; and ingest into the Digital Library of the Caribbean (dLOC) and Biblioteca Digital Puertorriqueña. UF staff further commits to coordinating all grants management activities and a promotional campaign in collaboration with the over 40 national and international partner members of dLOC as described in the application. Emphasis will be placed on

targeting academic institutions, including libraries and museums, whose scholars, patrons, students, and faculty seek easy access to historical newspapers of the Caribbean. Project team members will leverage the efforts of UF and UPR for extensive collaborative experiences using social media as a primary means of engagement on historic newspapers.

Once available digitally, these resources will provide scholars with access to previously unavailable information on daily life in the Caribbean to enable new research in a variety of fields and disciplines on cross-cutting issues including migration, social movements, history, literature, and more. For example, UF in partnership with dLOC, are working on a current National Endowment for the Humanities (NEH) award for an Advanced Training Institute in the Digital Humanities, focusing on migration, mobility, and sustainability. The project arose from discussions on the critical needs for access to more Caribbean materials and complementary training on digital humanities, with an emphasis on access to historical newspapers for teaching and research purposes.

UF's long-standing partnerships with UPR and other dLOC partner members, as well as its six-year funded project through the NEH National Digital Newspaper Program (NDNP), demonstrate its steadfast commitment to preserving newspaper collections and making them fully accessible throughout the world. Where NDNP is limited to US publications and with a cap of 100,000 pages during each two-year grant period, CLIR offers the opportunity for improved access to interconnected international titles at an expansive scale by leveraging UF's and UPR's collaborative assets in staffing, methodologies, quality control, digital collection infrastructure, exposure to current dLOC users and communities, and promotion to maximize impact from the digitization of 800,000 pages within a three-year grant period.

UF is committed to supporting the necessary work for the project management, promotion, and for overall successful grants management and reporting. We very much appreciate the opportunity to submit this partnership proposal to CLIR. Thank for your time and serious consideration.

Sincerely,

Judith C. Russell  
Dean of University Libraries

Beverly A. Osborn  
Signing Official, Pre-Award Services  
Division of Sponsored Programs





August 31<sup>st</sup>, 2018

Mr. Fletcher Durant  
Preservation Librarian  
George A. Smathers Libraries  
University of Florida  
PO Box 117000  
Gainesville, FL 32611-7000

Dear Mr. Durant:

The University of Puerto Rico at Rio Piedras (UPR-RP) is pleased to write this letter of commitment for the "Film on a Boat: Digitizing Historical Newspapers of the Caribbean" project, for the proposed grant period January 2019-December 2021. The proposed project will enable worldwide access to critically important newspapers from Puerto Rico and other countries in the Caribbean.

UPR-RP has had a successful partnership with the University of Florida (UF) in the *Florida and Puerto Rico Digital Newspaper Project* since 2013. Said project was possible through a grant award received by the George A. Smathers Libraries at UF from the National Endowment for the Humanities (NEH) and the Library of Congress' National Digital Newspaper Program, with UPR-RP as its major partner. The newspapers selected by UF and UPR-RP are being digitized and made available through the *Chronicling America* website of the Library of Congress and other repositories.

UPR-RP confirms its commitment to duplicate master microfilm reels, ship reels for digitization, and support the overall processing for digitization for preservation and access. Additionally, UPR-RP will collaborate with UF and dLOC for promotion, outreach, and community engagement. Access to these digital newspapers significantly increases the use of these resources by scholars and the general public.

We look forward to further expanding our valued partnership with the University of Florida, since previous collaborations have been very productive and rewarding. The University of Puerto Rico at Rio Piedras fully supports this proposal for the CLIR Hidden Collections grant project, and is willing to commit its resources for its successful completion.

Cordially,

Luis A. Ferrao Delgado, Ph.D.  
Acting Chancellor

**UNIVERSIDAD DE PUERTO RICO**  
Recinto de Río Piedras  
Rectoría

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[[Note: Letter of Institutional Support, Final Round only]

September 13, 2018

Council on Library and Information Resources (CLIR)  
1707 L Street NW  
Suite 650  
Washington DC 20036-4201

Dear Members of the Review Committee:

This letter confirms support and collaboration from the Digital Library of the Caribbean (dLOC) for the proposed *Film on a Boat: Digitizing Historical Newspapers of the Caribbean* project submitted by the University of Florida and University of Puerto Rico-Rio Piedras (UPR), which are both dLOC partners.

*Film on a Boat* is exactly the sort of work that the Digital Library of the Caribbean (dLOC) was created to support, foster, and amplify. dLOC is a cooperative digital library for resources from and about the Caribbean and circum-Caribbean that currently supports more than 40 partners that contribute content to the collections and shared governance. dLOC provides a home for digital collections and materials and resulting scholarship, as well as the connecting framework for the community of practice related to digital libraries. Additionally, dLOC serves related communities that are interested in and connected with historical and cultural materials. Scholars and community members—including librarians, archivists, museum professionals, educators, and members of the public—consistently share the value and importance of newspapers. Further, they share the importance of having access to the collected set of materials across islands and lands, for being able to read history's many voices and perspectives, as people influence each other and as people migrate across different areas.

If awarded, the sheer scale of this project would be revolutionary in terms of access and opportunities for teaching, learning, and growing understanding about the Caribbean and our connected communities. Notably, this project will help catalyze existing work by many partner institutions and scholars, providing critical mass for many new projects and research inquiries.

dLOC is always looking to provide enhanced supports, including with new collaborations for scholarly projects and needs. dLOC is part of the collaborative team, for hosting and other technical supports for the project and project materials as they develop, and for furthering the collaboration to build capacity for this and new digital library and digital scholarship projects. We are excited to support this project.

Sincerely,

Miguel Asencio  
Executive Director  
Digital Library of the Caribbean

## Digital Preservation and Discoverability Plan

The UF Libraries are committed to long-term digital preservation of all materials in the UF Digital Collections (UFDC) and in UF-supported collaborative projects including Digital Library of the Caribbean (dLOC), and the Jewish Diaspora Collection (JDoC). Redundant digital archives, adherence to proven standards, and rigorous quality control methods protect digital objects. The UFDC infrastructure provides a comprehensive approach to digital preservation, including technical supports, reference services for both online and offline archived files, and support services by providing training and consultation for digitization standards for long-term digital preservation. The UF Libraries support locally and partner-created digital resources, encompassing over 561,000 digital objects with over 13.5 million pages (as of March 2018).

In practice consistent with all digital projects and materials supported by the UF Libraries, redundant copies are maintained for all online and offline files. The online files are maintained by UF's multiple data centers which power UF's full research and operational enterprise, with consistent administrative and technical supports for control and cost-effectiveness at scale. The digital archive is maintained by the Florida Academic Library Services Cooperative (FALSC). Completed by the FALSC in 2005, the Florida Digital Archive (FDA) (<https://libraries.flvc.org/digital-preservation>) is available at no cost to Florida's public university libraries. The software programmed to support the FDA is modeled on the widely accepted Open Archival Information System. It is a dark archive and no public access functions are provided. It supports the preservation functions of format normalization, mass format migration and migration on request. The FDA is designed to provide a cost-effective, long-term preservation repository for digital materials in support of teaching and learning, scholarship, and research in the state of Florida. In support of this mission, the FDA guarantees that all files deposited by agreement with its Affiliates remain available, unaltered, and readable from media. For supported formats, the FDA will maintain a usable version using the best format migration tools available. The technical design, procedures and policies of the FDA are based on OAIS - Open Archival Information System Reference Model (ISO 14721:2003) and on ongoing work to define and certify trusted digital repositories, including Trusted Digital Repositories: Attributes and Responsibilities (RLG May 2002), the RLG/NARA Audit Checklist for Certifying Digital Repositories (RLG August 2005), and Trustworthy Repositories Audit & Certification: Criteria and Checklist (NARA, et al., February 2007). The State is investigating potential changes to FDA; if a new system or process is selected, UF's existing workflows will support ease of migration and ongoing archiving.

As items are processed into dLOC, UFDC, and/or other UF-supported digital collections, a command in the METS header directs a copy of the files to FDA. Information about the archival processing for all digital objects, both online and offline or "dark" archived objects, is tracked and maintained within the SobekCM Management and Reporting Tool (SMaRT) as well as the SobekCM online system under "Work History". The SobekCM "Work History" tracking includes the "History" which lists the workflow name (for the name of the archive and the process; e.g.; FDA ingest), date the workflow occurred, and location/notes (e.g.; the FDA IEID). Under "Work History" is another field titled "Archives" which lists all of the archived files including filename, size, last write date, and archived date. SobekCM has integrated tools in the main system and includes the SobekCM METS Editor as a separate tool for preparing files directly for submission to FDA without loading. The preparation process creates the Submission Ingest Package (SIP) file with the metadata and in the format for submission to FDA, including: MD5 checksum numbers, file format and version information, and administrative and

bibliographic metadata. UF's administrative agreement with FDA and the bylaws for dLOC confirm UF's responsibility and ability to submit partner materials for archiving, as with the University of Puerto Rico (UPR), along with requesting and distributing copies of archival files if a disaster requires a return to archival files. As the technical host for dLOC, UF has responsibility for maintenance and sustainability of dLOC's materials, including migration. The process for any technical changes includes UF presenting to the dLOC Board for discussion and approval at the annual meeting, or as-needed when urgent situations arise. In following dLOC's [governing bylaws](#) and [partner agreements](#), all partners retain rights to their content, and partners frequently load their materials within separate institutional archives. UPR hosts the [Biblioteca Digital Puertorriqueña](#), and all materials digitized for this project will be included there as well to increase discoverability in context with these rich collections.

Metadata processing is common for all materials to support preservation and discoverability. Metadata Encoding and Transmission Standard (METS; <http://www.loc.gov/standards/mets/>) metadata is created using the SobekCM tools and system, which are a full suite of production, digital collection (access), and repository (preservation) tools. The production workflow is integrated with the access system for consistency. As items are processed, the metadata is enhanced automatically and manually as objects move through the imaging/curation workflows. The SobekCM system assigns a unique Bibliographic Identifier (BibID) to each object processed, and that BibID is used to track the item (see UF Metadata Information, <http://ufdc.ufl.edu/sobekcm/metadata>). The METS files include technical and structural data about each image, as well as descriptive and administrative information.

The Libraries create METS/MODS metadata for all materials. Citation information for each digital object is also automatically transformed into MARCXML, Qualified Dublin Core, and Dublin Core, with all metadata accessible online. These records are widely distributed through library networks and through search engine optimization to ensure broad public access to all online materials. SobekCM includes integrated support for OAI-PMH (Open Archives Initiative or OAI) to ensure all metadata is harvestable following OAI-PMH standards. The SobekCM system specifications are optimized for data exchange for harvesting by other digital libraries such as the U.S. National Science Foundation's National Science Digital Library, the U.S. Institute for Museum and Library Services' National Leadership Grant collection, and OAIster at the University of Michigan. Additionally, the SobekCM APIs allow for various queries and data pulls, [updated MARC records for all materials are available via download](#), and technical experts at UF provide regular consultations on accessing, using, and ingesting data for library and digital scholarship projects and needs.

In addition to infrastructure that enables technical discoverability, UF librarians liaise with vendors and scholars to have materials and collections included in database systems and digital scholarship program indices. Further, UF and dLOC representatives regularly present, conduct outreach, teach, and provide training on the digital Caribbean newspapers to make the necessary personal connections for broad and inclusive outreach. For example, for the Florida and Puerto Rico Project, UF hired an Outreach and Promotion Assistant to identify and contact various departments at UF and other universities, public school administrators, and other organizations throughout the region about the project and the accessibility of newspaper digital content. Additional outreach activities underway include promotion to public libraries, historical societies, and K-12 media specialists. These in-place resources and processes will be utilized in implementing a full outreach and promotion plan for this project.



## **Budget Narrative**

### **Personnel (CLIR Request) \$188,136**

For UF project coordination, the request includes hiring a temporary part-time professional Library Assistant II beginning in the third quarter of year 1 (.5 FTE year 1, 2, and 3, including fringe benefits totals: XXX). The Assistant II will conduct the reel collation, oversee shipping of reels/hard drives to and from the vendor, and perform quality control on deliverables (see Appendix for job description).

The management and completion of microfilm duplication activities for master film reels at UPR's Microfilm Center with oversight from the UPR Library Staff will substitute for vended duplication. This method is a best practice because of the past success using this process as evidenced by the successive cycles of NDNP projects since 2012. Myra Torres Alamo, Co-PI, (.11 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will lead the UPR project team, including Library and Microfilm Center staff. Director of the Microfilm Center, Jose A Millian Diaz (salary differential during year 1, 2 and 3, including fringe benefits totals: XXX) will directly supervise the duplication of master microfilm reels, including the work for collation and for pulling, packing, and tracking, as well as the hands-on training for the graduate student assistants. Maria Ordonez will serve as assistant researcher (.03 FTE for years 1 and 2, including fringe benefits totals: XXX). Soraya Torres will serve project cataloger (.02 FTE years 1, 2, and 3, including fringe benefits totals: XXX). Mario Torres will serve as webmaster coordinator (.02 FTE years 1, 2, and 3, including fringe benefits totals: XXX). Myra Torres Alamo and Jose A Millian Diaz will both train and supervise the students in the loading of digital files to the Biblioteca Digital Puertorriqueña (<http://bibliotecadigital.uprrp.edu/cdm/>). UPR will hire three graduate student assistants starting in the second quarter of 2019 (\$12/hour X 15 hours/week X 130 weeks across the three years X 3 number of students, totals: XXX) will perform work for the duplication of master microfilm reels, including the work for collation and for pulling, packing, and tracking and the loading of digital files to the Biblioteca Digital Puertorriqueña.

### **Personnel (UF Cost Share) \$87,872**

Head of Conservation and Preservation, Fletcher Durant, PI, (.10 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will lead the overall project team, including supervising and training the UF Library Assistant II, coordinate with UPR-RP Co-PI Torres Alamo in coordinating cataloging, metadata creation, CONSER record creation and overall production. dLOC's Digital Scholarship Director, and Chair of Digital Partnerships & Strategies at UF, Laurie Taylor, Co-PI, (.05 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will coordinate efforts related to promote collections and work with scholars on projects that analyze content and produce new scholarship. Associate Dean of Scholarly Resources and Services, and PI of the current NDNP project, Patrick Reakes (.02 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will monitor and troubleshoot issues related to the overall project. Curator of Caribbean Studies, Margarita Vargas-Betancourt (.01 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will conduct outreach to stakeholder communities of scholars. Chair of Digital Production Services, Chelsea Dinsmore, (.01 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will ensure troubleshoot issues related to staffing, workflows, and

other management activities related to digital curation. Interim Chair of Cataloging, David Van Kleeck (.01 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will oversee the creation and updating of catalog records. Journalism Librarian, April Hines (.01 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will conduct outreach to stakeholder communities of scholars. European Studies Librarian, Hélène Huet (.01 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will conduct outreach to stakeholder communities of scholars. African-American Studies Librarian, Stephanie Birch (.01 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will conduct outreach to stakeholder communities of scholars. Manager of Digital Production Services, Laura Perry (.03 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will coordinate workflows, supervise quality control, and ingest of deliverables of digital files. Digitization Workflow Supervisor, Sheila de Roche (.03 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will oversee and manage ingest of digital files. Digital Assets Coordinator, Randall Renner (.01 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will ingest files into dLOC and Florida Digital Archives for redundant digital preservation and storage. Digital Support Metadata Specialist, Angie Soto (.01 FTE years 1, 2 and 3, including fringe benefits totals: XXX) will create subject metadata for inclusion in dLOC records. Social Media Coordinator, Sara Moczygemba (.005 FTE year 1, 2 and 3, including fringe benefits totals: XXX) will promote project and collections to raise awareness of the project and available resources.

#### **Vended Services (CLIR Request) \$213,088**

DDD/Creekside (estimated according to past billing experience for the NDNF project) will provide digitization services (XXX) over the three years.

Iron Mountain will provide services related to microfilm regeneration from the UF master microfilm (XXX), which requires an item retrieval fee (XXX), item refile fee (XXX), and project management fee (XXX). Total amount to Iron Mountain: XXX.

#### **Shipping (CLIR Request) \$9,000**

To manage the transport of approximately 800 reels of film and hard drive content between UPR, UF and CCC/Creekside, \$3,000 in year 1, 2 and 3 has been estimated at \$9,000.

#### **Supplies (CLIR Request) \$1,200**

The purchase of 12 hard drives (\$100 per drive for 4TB) will be needed to transfer deliverables to/from the vendor, UF, and UPR.

#### **Supplies for UPR Microfilm Regeneration (CLIR Request) \$22,700**

At \$56.75 per reel (\$56.75 X 400 reels) in year 1.

### **Appendix for *Film on a Boat***

Included here are rapid reference images of archival materials covering the history of UF's Caribbean newspaper collections on microfilm. Preceding these is an article on the microfilm survey conducted by the UF Preservation Librarian, published in 1991.

The archival materials cover critical aspects of the collaborative collection development and preservation of materials on microfilm (including the exciting portable microfilm camera, and much more). These materials and additional resources are noted here as support materials for the research activities to foster and build upon conversations and shared terminology/concepts with different groups within other institutions. This proposal is possible because of dLOC and dLOC's early precursors in microfilm, and the letters and materials in the archival folder show the difficulties of collaborative work even when there are shared terms, understandings, and goals in place, and thus the critical need for in-person meetings and site visits.

UF University Archives includes administrative files from the Libraries for the "boat film" for the microfilming done in the Caribbean (in 1951, 1961, etc.) that are part of an early example of a major collaborative, international project. Based on review of this finding aid (<http://www.library.ufl.edu/spec/archome/Series8.htm>), relevant materials include:

- Subseries 8b: Administrative policy records 1947-1968
- Box 11, Farmington folder
- Box 22, Rockefeller folder
- 8b, Box 4, Association of Research Libraries - Farmington Plan. 1958-1961
- 8b, Box 13, Foreign Documents, Report on. 1948-1950
- 8b, Box 13, Foreign newspapers project. 1955-1963
- 8c, box 2, Farmington plan
- 8d, box 13, Latin America-Microfilm Project; Miscellaneous Corres. 1963

#### **Additional Resources:**

- UF history for Latin American Studies: <http://ufdc.ufl.edu/l/AA00002847/00001/106j>
- Curtis Wilgus volumes: <http://ufdc.ufl.edu/l/results/?t=wilgus>
- Wilgus recordings: <http://ufdc.ufl.edu/l/UF00102957/00001>
- Researcher on Wilgus: <http://ufdc.ufl.edu/l/AA00007591/00001>
- SALALM 1956 report: <http://ufdc.ufl.edu/l/AA00002840/00001>
- SALALM/ARL: <http://ufdc.ufl.edu/l/UF00087246/00001/search>
- About SALALM/UF: <http://ufdc.ufl.edu/l/UF00083038/00006/2>
- Farmington Plan: <http://ufdc.ufl.edu/l/UF00100867/00001>  
Librarians (involved include: Stanley West, Corbeau, Annette Liles, Maurice de Young)
- Zimmerman: <http://ufdc.ufl.edu/l/UF00089217/00001>
- Maurice de Young: <http://ufdc.ufl.edu/l/results/?text=%22maurice%20de%20young%22>
- Margaret Knox Goggin: <http://ufdc.ufl.edu/l/results/?text=%22margaret%20knox%22>
- Stanley West: <http://ufdc.ufl.edu/l/results/?text=%22stanley%20west%22>  
<http://ufdc.ufl.edu/AA00015023/00227/12j>  
<https://www.ideals.illinois.edu/bitstream/handle/2142/8845/Grover.pdf?sequence=2>

# Condition Survey of Master Microfilm Negatives, University of Florida Libraries

by Erich J. Kesse  
Preservation Officer, University of Florida Libraries

The P.K. Yonge Library of Florida History, part of the Department of Special Collections at the University of Florida Libraries (UFL), is the repository for primary and secondary historical source materials documenting all periods of Florida's history. As such, it supports not only the teaching and research fractions of the University of Florida community, but of many other institutions and investigators as well. It is the oldest and most comprehensive collection of Florida history materials in existence.

The Library holds more than 22,000 printed works, 3,000 manuscript boxes, 2,300 maps, small collections of photographs and postal cards, and more than 7,000 positive microfilm reels of Florida newspapers. The 7,000-reel microfilm collection often represents the only microfilm and, frequently, the only extant copy of many Florida newspapers.

Microfilming operations at the UFL began in the late 1940s and continues to the present day. Until 1987, UFL policy was to produce two, rather than the standard three, generations of microfilm, i.e., the camera master and a use copy. Both generations were stored in the P.K. Young Library of Florida History. In 1988, as a result of a physical condition survey of 1794 master microfilm held in the Library, all master microfilm was removed from the Library to archival storage.

The Florida newspaper master microfilm collection is one of two major master microfilm collections owned by the UFL. The larger collection, comprised of approximately 13,000 master microfilm reels of Caribbean materials, is stored under archival conditions by a commercial micropublisher. Arrangements are now being made to survey the condition of this collection.

## Condition Survey

The physical condition survey was initiated late in 1987 after the UFL Preservation Office received reports that UFL collections contained highly unstable nitrate-based films. Some 35 mm nitrate-based motion picture film were used early in the microfilm industry, and such films were suspected in the UFL collections because of their age (1).

At the time the survey was being planned, reports of the physical condition of stored acetate negatives came to the attention of the UFL Preservation Office (2). Acetate-based films continued in use by the UFL under the bid and purchase provisions and requirements of State of Florida until early 1988. It had also been observed as early as 1982 that acetate-based films in the collection were deteriorating, as evidenced by efflorescence (crystalline or powdery deposits) on film and storage containers (3). The survey was conducted from 6 November 1987 through 28 January 1988.

Items were chosen for survey by a random sample with a confidence level of 95%  $\pm$  5%. To assure confidence levels, four sample groups of at least four hundred reels each were chosen. Avoidance of duplication required a certain level of over-sampling, so the target size for each sample group was five hundred reels. A total of 1794 reels were, almost 25% of the collection of master microfilms. Basic bibliographic information was taken from the box, including: title, place of publication, date, call number, and reel number. The surveyor, wearing lint-free cotton gloves and a non-toxic particle mask, was instructed to remove the film from its box and record evidence of corrosion on or deterioration of the box, obvious chemical odors, polarity, swelling or curl, efflorescence or crystalline deposits, mold or other infestation, and redox blemishes. Finally, surveyors were requested to take a sample for chemical tests from an unexposed area located before the initial target, using procedures described by Steven Puglia (5) and the National Fire Protection Association (6).

## Environmental survey

Concurrently with the physical condition survey, the environment of the storage vault was also studied. The environment survey entailed multiple daily temperature and humidity readings using a sling psychrometer. A recording hygrothermograph, on a seven-day cycle, was also placed in the storage vault both to verify psychrometer readings and to record after-hours conditions.

## Findings

Survey of the 1794 master negatives found no films on nitrate base. 80% of film (i.e., 359 reels) were on polyester base.

Surprisingly, 52 of the master "negative" reels (2.9% of the total) were positives. There was no evidence of the reasons for the substitution of positives for negatives. Further examination of the entire master negative collection revealed a distressing fact. 12% of master negatives were acetate- and polyester-based diazo copies. Another 40% of the masters, while silver-gelatin emulsion, were not first generation film. Because this information was not collected at the time of initial survey, a cross tabulation, involving emulsion type and other factors, was not done. Evidence pointed to collection maintenance policies involving regeneration of deteriorating masters as a reason for a compromised master negative collection. Though records were not kept, there were indications that some films may have been regenerated without regard for quality or optical techniques to minimize loss of resolution, as many as three times so that, in some cases, masters are third generation film.

Almost three quarters (71.9%) of the film in the collection was found to be deteriorated. Mold was the primary or partial cause of deterioration in 64% of cases. While temperature was probably a factor in its occurrence, mold often took the form of finger prints, evidence of unguarded quality control and use procedures. Since 1987, quality control procedures have required the use of cotton gloves. Efflorescence was symptomatic of deterioration in 59% of cases. While temperature may have resulted in volatilization of plasticizers in film leading to efflorescence, washing and fixing procedures also may have been at fault. There is no evidence of procedures, adequate or inadequate, prior to 1987, which could suggest the cause of efflorescence. One would, however, expect a greater occurrence of redox blemishes (2.3% of the occurrence of efflorescence; 1.8% overall) with unsatisfactory processing procedures. Survey verification indicated that efflorescence was occasionally misreported as mold/mildew. Nevertheless, mold was the greatest single symptom of deterioration (46.1%) that could be associated with the occurrence of efflorescence.

Environmental conditions seem to have contributed to deterioration. Both average temperature (71°F  $\pm$  08°F) and relative humidity (RH) (66%  $\pm$  34%) in the storage vault exceeded recommended levels. For storage of preservation master microfilm, the recommended temperature is 71°F (21°C) and the recommended relative humidity is between 15% and 40% (8). Temperature exceeded the recommended level by 3-29°F, and often exceeded 70°F, a commonly accepted threshold for mold bloom. RH



occasionally fell to 35%, but usually far exceeded and was occasionally more than twice the recommended maximum level. These swings were recorded within the -2½ months during which the survey was conducted. Environmental controls within the storage vault were often apparently shut down during off-hours.

Where deterioration of the film base alone is considered, deterioration seems almost entirely limited to acetate-based films. The occurrence of mold aside, symptoms of deterioration were in evidence only with acetate-based films. A word of caution about interpreting results: little can be said about the stability of polyester based film from this study. Polyester came into common use at the UFL only after 1987. Though polyester-based films represented 20% of surveyed films, they were recent additions or regenerations and replacements for deteriorated acetate-based films. Finally, statistics concerning acetate-based films can be interpreted only in light of their particular non-archival storage environment. Almost 90% of all acetate-based film had deteriorated to some degree. Deterioration of acetate-based film in this study was characterized by chemical odor (6.8%), swelling and curl (4.3%), and redox blemishes (2.2%), in addition to mold (56.7%) and efflorescence (53.4%). While overlap of characteristics was somewhat common, there was no single pattern of overlap typical of acetate-based films.

Evidence does not point to a relation between deterioration of the boxes or corrosion of the reels and deterioration of base of film. Almost 12% of all boxes and metal reels had either deteriorated or corroded. While 73.5% of all deteriorated boxes and corroded reels held deteriorated films, only 11.8% of deteriorated films could be associated with deteriorated boxes and corroded reels. Deteriorated boxes and corroded metal reels did not appear to be strongly correlated with deterioration of films, though those films held with deteriorated storage containers or on metal reels were more likely to be damaged. Deterioration of the box, rather than the existence of metal reels, was most likely to be symptomatic of the damaged film. Subsequent pH testing of 100 randomly selected boxes found an average 5.5 pH value. Associations between pH of boxes, environmental conditions and deterioration of films could not be made from compiled data.

Deteriorated storage containers included boxes which had been contaminated by metal or chemical residues or which had become dysfunctional either through use or embrittlement. Survey notes indicated that MW of the metal reels had corroded. Because all metal reels found in the collection were of the same manufacture and some had corroded, all metal reels were considered suspect and subsequently replaced with inert plastic reels. Since completion of the , boxes throughout the entire master negative collection have been replaced with those conforming to ANSI IT9.2-1988 (7).

Ties used to secure film reels were not examined. Use of ties began in 1987 after the creation of the UFL Preservation Office. Ties have met specifications of ANSI IT9.2-1988. Previously, film was not secured on reels by any means.

These findings attempt to explain only the most meaningful data. Less meaningful but nevertheless important information generated through cross-tabulation of statistics (Tables 1-3) represents a wealth of heretofore unpublished data. This data, within the context of former UFL microfilm storage conditions, begins to characterize the deterioration of older, primarily acetate-based microfilms. A larger survey and additional minutiae (e.g., production dates, processing data, etc.) could have made this data more meaningful.

## Actions

Since the completion of this survey, beginning in 1988, the University of Florida Libraries have acted responsibly to preserve and protect this microform resource. In addition to minor actions mentioned above, a massive program of evaluation, preservation, archival storage and description has been undertaken. The UFL Preservation Office has evaluated the condition of more than 7,000 reels of master negative film. Where necessary, optimal quality replacements have been produced in three generations: one copy designated "principal master"; another, "printing master"; and the third, "we copy". Replacement (i.e., regeneration) was considered necessary when film had either deteriorated or, because of its base material, was likely to deteriorate even under archival conditions. Principal and printing masters were then moved to archival storage in separate locations.

Conditions of this archival storage are defined by a host of standards, prescribed by the UFL's Request for Proposals (RFP) for storage of master microforms (9). Environmental conditions conform to ANSI IT9.2-1988 (7) and ANSI PH1.43-1985 (8). The RFP also cites ANSI/NFPA vault construction, fire protection and suppression, and heating, ventilating and air conditioning (HVAC) standards.

In addition to physical treatments, the FILMLOG database and management tool was designed for the Preservation Office. microfilms, and information about them, have been logged into FILMLOG , which produces technical reports in the form of USMARC fields, for data entry into OCLC, RLIN, and the UFL's NOTIS-based online public access catalog (OPAC). Automated cataloging, together with other FILMLOG products (inventories, union lists, and finding guides, targets, etc.), now makes these microfilm more accessible to patrons. The minutiae of statistical data, most of which is automatically generated by "expert systems" programming and retained in FILMLOG records, will make future analyses more meaningful.

Costs associated with the and subsequent projects have not been fully reported or analyzed yet. Most of these costs were supported by library material funds distributed by the State of Florida as endowment from lottery revenues. The greatest cost, however, was the loss of optical integrity in copying the masters regenerated prior to 1987. Despite employment of photographic techniques to minimize or, where possible, counter loss of resolution during regeneration, the quality of these films has been further compromised to some degree. No attempt has been made Yet to analyze differences between quality of deteriorated "originals" and that of project regeneration replacements.

Table 1. Cross tabulation: Deterioration

TYPE OF FILM DETERIORATION	TYPE OF DETERIORATION										FILM BASE
	Deterioration of Base	Chemical Odor	Efflorescence	Mold / Mildew	Redox Blemishes	Swelling / tight curl	DETERIORATION OF STORAGE COMPONENTS	Deterioration of box	Metal Reels	ACETATE	Polyester
Deterioration of Base	1290	98	766	821	32	62	114	102	57	1283	7
% of column	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
% of total sample	71.9	5.5	42.7	45.8	1.8	3.5	6.4	5.7	3.2	71.5	0.4

Chemical Odor	98	98	54	20	1	29	43	38	32	98	0
% of column	7.6	100.0	7.0	2.4	3.1	46.8	37.7	37.3	56.1	7.6	0.0
% of total sample	5.5	5.5	3.0	1.1	neglig	1.6	2.4	2.1	1.8	5.5	0.0
Efflorescence	766	54	766	353	18	25	35	33	6	766	0
% of column	59.4	55.1	100.0	43.0	56.3	40.3	30.7	32.4	10.5	59.7	0.0
% of total sample	42.7	3.0	42.7	19.7	1.0	1.4	2.0	1.8	0.3	42.7	0.0
Mold/Mildew	821	20	353	821	10	21	59	52	13	814	7
% of column	63.6	20.4	46.1	100.0	31.3	33.9	51.8	51.0	22.8	63.4	100.0
% of total sample	45.8	1.1	19.7	45.8	0.6	1.2	3.3	3.0	0.7	45.4	0.4
Redox blemishes	32	1	18	10	32	0	3	1	3	32	0
% of column	2.5	1.0	2.3	1.2	100.0	0.0	2.6	0.9	5.3	2.5	0.0
% of total sample	1.8	neglig	1.0	0.6	1.8	0.0	0.2	neglig	0.2	1.8	0.0
Swelling/tight curl	62	29	25	21	0	62	33	31	29	62	0
% of column	4.8	29.6	3.3	2.6	0.0	100.0	28.9	30.4	50.9	4.8	0.0
% of total sample	3.5	1.6	1.4	1.2	0.0	3.5	1.8	1.7	1.6	3.5	0.0

Note: Percentages may add up to more than 100% because reels were reported in one or more categories.

## 2. Cross tabulation: Storage components and deterioration

TYPE OF STORAGE- COMPONENT DETERIORA TION	TYPE OF DETERIORA TION									FILM BASE	
	DETERIORA TION OF BASE	Chemical odor	Efflorescence	Mold / mildew	Reox blemishes	Swelling / tight curl	DETERIORA TION OF STORAGE COMPONENTS	Deterioration of box	Metal Reels	ACETATE	PO

Deterioration of Storage Components	114	43	35	59	3	33	208	160	144	NC*	NC
% of column	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	NC	NC
% of total sample	6.4	2.4	2.0	3.3	0.2	1.8	11.6	8.9	8.0	NC	NC
Corrosion of Box	102	38	33	52	1	31	160	160	96	NC	NC
% of column	89.5	88.4	94.3	88.1	33.3	93.9	51.0	100.0	66.7	NC	NC
% of total sample	5.7	2.1	1.8	3.0	neglig	1.7	8.9	8.9	5.4	NC	NC
Metal Reels	57	32	6	13	3	29	144	96	144	NC	NC
% of column	50.0	74.4	17.1	22.0	100.0	87.9	69.2	60.0	100.0	NC	NC
% of total sample	3.2	1.8	0.3	0.7	0.2	1.6	8.0	5.4	8.0	NC	NC

\*Not calculated

Note: Percentages may add up to more than 100% because reels were reported in one or more categories.

Table 3. Cr oss tabulation: Base of film and deterioration

FILM BASE	TYPE OF DETERIORA TION									FILM BASE	
	DETERIORA TION OF BASE	Chemical odor	Efflorescence	Mold / mildew	Reox blemishes	Swelling / tight curl	DETERIORA TION OF STORAGE COMPONENTS	Deterioration of box	Metal Reels	ACETATE	POI
ACETATE	1283	98	766	814	32	62	NC*	NC	NC	1435	NC
% of column	89.4	6.8	53.4	56.7	2.2	4.3	NC	NC	NC	100.0	NC
% of total sample	71.5	5.5	42.7	45.4	1.8	3.5	NC	NC	NC	80.0	NC
POLYESTER	7	0	0	7	0	0	NC	NC	NC	NC	359
% of column	1.9	0.0	0.0	1.9	0.0	0.0	NC	NC	NC	NC	100.0
of total sample	0.4	0.0	0.0	0.4	0.0	0.0	NC	NC	NC	NC	20.0

\*Not calculated

Note: Percentages may add up to more than 100% because reels were reported in one or more categories.

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[Note: Digitized copies of correspondence related to the nominated materials were provided as a supplementary appendix to the proposal but have been removed for posting online]