



Digitizing Hidden Special Collections and Archives

Digitizing Hidden Special Collections and Archives: Enabling New Scholarship through Increasing Access to Unique Materials is a national competition administered by the Council on Library and Information Resources (CLIR) for digitizing collections of rare and unique content in cultural memory institutions. The program is generously supported by The Andrew W. Mellon Foundation and is built upon the model of CLIR's Cataloging Hidden Special Collections and Archives program, which awarded its final round of grants in December 2014.

Through the 2016 competition, CLIR expects to award about \$4 million to institutions holding collections of high scholarly value. The Digitizing Hidden Special Collections and Archives program aims to enhance the emerging global digital research environment in ways that support new kinds of scholarship for the long term. Developed through consultation with digital library practitioners and funders, and with input from the broader community, the competition coheres around these core values:

- **Scholarship:** The program is designed to maximize its impact on the creation and dissemination of new knowledge.
- **Comprehensiveness:** The program supports digitization projects that will provide thorough coverage of an important topic or topics of high interest to scholars, in ways that help those scholars understand digitized sources' provenance and context.
- **Connectedness:** The program supports projects that make digitized sources easily discoverable and accessible alongside related materials, including materials held by other collecting institutions as well as those held within the home institution.
- **Collaboration:** The program promotes strategic partnerships rather than duplication of capacity and effort.
- **Sustainability:** The program promotes best practices for ensuring the long-term availability and discoverability of digital files created through digitization.
- **Openness:** The program ensures that digitized content will be made available to the public as easily and completely as possible, given ethical and legal constraints.

A review panel, comprising scholars from a range of disciplines and experts in metadata standards, intellectual property, and digital pedagogy, will evaluate proposals and select award recipients. Initial proposals are due by **5:00 pm Eastern time on April 5, 2016**. The final proposal round is by invitation only.

The first awards for the *Digitizing Hidden Special Collections and Archives* program will be announced at the end of 2016. While it is CLIR's hope that *Digitizing Hidden Collections* will continue for several years, its funding is subject to renewal on an annual basis. Information about any future iterations of the program will be posted on the program website as it becomes available. For further information, visit our website, <http://www.clir.org/hiddencollections>, or email CLIR at hiddencollections@clir.org.

Digitizing Hidden Collections Program – At a Glance

PROGRAM SNAPSHOT:

- Minimum allowable request for 2016: **\$50,000**
- Maximum allowable request for 2016: single-institution projects: **\$250,000** / collaborative projects: **\$500,000**
- Minimum allowable project term: **12 months**
- Maximum allowable project term: single-institution projects: **24 months** / collaborative projects: **36 months**
- Projects must begin between **January 1 and June 1, 2017**
- Projects must be completed by: single-institution projects: **May 31, 2019** / collaborative projects: **May 31, 2020**

PROGRAM TIMELINE, 2016:

- **Tuesday, April 5, 2016, 5:00 pm Eastern time:** Deadline for submission of initial proposals.
- **Friday, July 15, 2016:** Initial proposal feedback issued to all applicants; final proposal application cycle opens for those applicants whose initial proposals have been authorized to advance to the final round.
- **Tuesday, September 20, 2016, 5:00 pm Eastern time:** Deadline for submission of final proposals (invitation only).
- **Saturday, December 31, 2015:** Last day that applicants will be notified of their proposal's final status.

ELIGIBILITY:

CLIR welcomes applications from any United States library, museum, archive or other cultural heritage institution that holds hidden collections of broad scholarly import and meets the program's general eligibility requirements:

- The applicant institution must be a not-for-profit organization as defined by the U.S. Internal Revenue Codes Section 501(c)(3) or a university or college exempt under Section 115, Section 170(c)(1), or a similar designation.
- The applicant institution must be located in the United States or in an associated entity, e.g. the Commonwealth of Puerto Rico or American Samoa.

CLIR accepts proposals for collaborative projects that include partnerships between U.S. and Canadian institutions. Collaborators at Canadian institutions may serve as co-principal investigators, but the lead institution must be a U.S. institution that meets the criteria listed above.

RESOURCES:

- Information for applicants, including recordings of past webinars and the Application Guidelines: <http://www.clir.org/hiddencollections/applicants>
- Digitizing Special Formats Wiki: http://wiki.diglib.org/Digitizing_Special_Formats
- Related Grant Programs: <http://www.clir.org/hiddencollections/applicants/related-grant-programs>

CONTACT US:

For questions about the program or the proposal process which are not answered on our website, email hiddencollections@clir.org. We regret that we cannot answer questions by telephone. You can also follow us on Twitter @CLIRHC, or by using the hashtag #digHC.