



NATIONAL ENDOWMENT FOR THE

**Humanities**

DIVISION OF PRESERVATION AND ACCESS

## **Narrative Section of a Successful Application**

The attached document contains the grant narrative and selected portions of a previously funded grant application. It is not intended to serve as a model, but to give you a sense of how a successful application may be crafted. Every successful application is different, and each applicant is urged to prepare a proposal that reflects its unique project and aspirations. Prospective applicants should consult the Preservation and Access Programs application guidelines at <http://www.neh.gov/grants/preservation/national-digital-newspaper-program> for instructions. Applicants are also strongly encouraged to consult with the NEH Division of Preservation and Access Programs staff well before a grant deadline.

Note: The attachment only contains the grant narrative and selected portions, not the entire funded application. In addition, certain portions may have been redacted to protect the privacy interests of an individual and/or to protect confidential commercial and financial information and/or to protect copyrighted materials.

**Project Title: North Carolina Digital Newspaper Project**

**Institution: University of North Carolina, Chapel Hill**

**Project Director: John Alexander Blythe**

**Grant Program: National Digital Newspaper Program**

## **THE NORTH CAROLINA NEWSPAPERS PROJECT**

In 1960, just one year after the North Carolina Division of Archives and Manuscripts launched a program to microfilm all state newspapers published prior to 1870, state archivist H.G. Jones wrote, "Probably no program undertaken by the Department will be of more significance to historians throughout the country. Papers now deteriorating in libraries will be available on film in any institution desiring to purchase positive copies." [*Twenty-eighth biennial report of the North Carolina Department of Archives and History*, 1960, p.22]. Some fifty-years later, as the North Carolina State Archives (now a branch of the N.C. *Office* of Archives and History) partners with the University Library of the University of North Carolina at Chapel Hill to create the *North Carolina Newspapers* project, Jones' words, with some slight changes, seem just as appropriate. Few, if any, programs undertaken by the two partnering institutions will be of more significance to historians, genealogists, and curious citizens of all ages as placement on the Web of microfilmed North Carolina newspapers. Digitization will allow keyword searching of the state's newspapers and make the titles available in any wired institution, *office or home* around the world.

The partnership represented by *North Carolina Newspapers* is an appropriate one for the National Digital Newspaper Program. The North Carolina State Archives, with more than 1,185 titles on microfilm, holds the most extensive collection of North Carolina newspapers in the world. Its microfilm master negatives have served as the source for use copies in academic and public libraries across the state and the nation. In the 1990s the State Archives participated in the United States Newspaper Program, locating and cataloging historic North Carolina newspapers and adding almost 3 million pages to the agency's microfilm holdings.

The University Library has more than 16 years' experience in creating online collections and has received numerous awards and recognitions for its work. Several of the Library's most popular digital collections have featured materials from the North Carolina Collection (NCC). The NCC, located in the Wilson Special Collections Library at UNC, preserves an incomparable assemblage of literary, visual, and artifactual materials illustrating four centuries of the colony and state of North Carolina. NCC staff are well-versed in state history and skilled at managing digital projects. In 2009 the NCC helped launch and became home to the North Carolina Digital Heritage Center (NCDHC), a LSTA-funded initiative to digitize and publish online historic materials from cultural heritage institutions around the state. Historic community and college newspapers have proven to be some of the most popular items digitized. While initially NCDHC staff worked only with print copies of newspapers, in 2011 they turned their efforts to the digitization and publishing online of titles available only on microfilm. They have developed a workflow that will allow them to make available online 100 reels of microfilmed newspapers by the end of 2012. The NCDHC will place special emphasis on digitizing newspapers published after 1923 and those of colleges, universities and other institutions.

As participants in the National Digital Newspaper Program, the partner institutions will combine their resources and expertise to scan and deliver to the Library of Congress 100,000 pages of historic North Carolina newspapers published from 1836 through 1922. Newspapers selected for the project will represent the state's rich history and its diverse culture, population and geography.

## **HISTORY AND SCOPE OF THE PROJECT**

### HISTORY OF NEWSPAPERS IN NORTH CAROLINA (1836-1922)

It should be self-evident that newspapers, as the proverbial “first draft of history,” constitute a prime resource for students, historians, and others telling the story of our shared past. That’s as true in North Carolina as anywhere in the nation, perhaps more so, since Tar Heels have a proud journalistic heritage. Examples of prominent and historically significant newspapermen (the era preceded the employment of women in this particular workplace) abound. Walter Hines Page rose from his editorship of the Raleigh's *State Chronicle* (1883-1885) to edit *The Atlantic Monthly* and serve as ambassador to Great Britain. Thomas Meredith, the namesake of Meredith College, founded the *Biblical Recorder*, the primary print outlet for the State Baptist Convention, in Raleigh in 1835. James H. Young, an African American, edited the *Raleigh Gazette* (1893-1898) and was an advocate for the Fusion movement, the short-lived alliance between Republicans and black voters.

The fact that the journalistic heritage is a proud one does not necessarily indicate that it is unbesmirched. A controversial editor, William Woods Holden, served as governor during Reconstruction and was the first Chief Executive in the U.S. to be impeached and removed from office. Another Raleigh editor, Josephus Daniels, as a young man fanned the flames of racial discord but lived long enough to pay penance for his excesses by advocating for the underprivileged.

And that’s just the Capital City. In Fayetteville, home to the *Fayetteville Observer*, the oldest N.C. newspaper still being published (est. 1816), editor E. J. Hale, who ran the paper from 1824 until 1865, watched as Sherman’s men burned his offices. Ever the advocate for the cause, he said that they “could not have paid him a higher compliment.” J. P. Caldwell moved from Statesville, where he edited the *Landmark* from 1880 until 1892, to his editor’s post at the *Charlotte Observer*, where he held the reins from 1892 to 1909. The national standing for that paper is owing largely to Caldwell. His star reporter was H. E. C. (“Red Buck”) Bryant who covered the Wilmington Race Riot among other events.

Aside from large dailies the state has boasted a wide range of small papers, many of which featured a brand of personal journalism that largely has passed out of fashion. James Larkin Pearson, best-known as the longtime Poet Laureate of the state, as a young man edited *The Fool-Killer* (1910-1929) from his home in Wilkes County. At the opposite end of the state, W. O. Saunders edited *The Independent* (1908-1937) in Elizabeth City and, in prose akin to that of H. L. Mencken, denounced hypocrites and advocated causes from the Wright Brothers Memorial to the outdoor drama, “The Lost Colony.” Specialized publications included denominational papers such as *Zion’s Landmark*, edited by P. D. Gold of Wilson, which served the Primitive Baptists. John F. Tompkins of Bath advocated for agricultural improvements in his *Farmer’s Journal*.

The story of North Carolina newspapers can be told through the prism of editors and writers, as per the above. But the papers were very much part of the public discourse, a reflection of

debates on issues, large and small, that raged between 1836 and 1923. The period of study falls just after the Constitutional Convention of 1835. That meeting, like its eighteenth century counterparts, the secession convention of 1861, the subsequent 1868 constitutional convention, and the several freedmen's conventions in Raleigh at the close of the Civil War was covered in the newspapers, and, importantly, the issues that were debated within chambers were the subject of debate in the pages of most North Carolina newspapers. The pages of the *Raleigh Register*, the *Raleigh Standard*, and the (Salisbury) *Western Carolinian* are especially important to documenting the work of the Convention of 1835.

In identifying historical developments between 1836 and 1923, the rise of the public schools, which commenced in 1840, received its most significant boost during the administration of Governor Charles B. Aycock (1901-1905). The promise of free public education is at the core of the concept of democracy. The development of free education in North Carolina can be documented through the pages of newspapers like the *Greensborough Patriot*, which, in its February 1, 1840 edition, covered the opening in Rockingham County of the very first public school in the state.

Beyond education, the next most important story of the 1840s and 1850s was that of transportation. Governor John Motley Morehead was the chief booster of the North Carolina Railroad. During his term of office (1841-1845) he laid the groundwork for the vital link and, after his term, he worked directly for the railroad, the groundbreaking for which took place in Greensboro in 1851. The route opened up the interior of the state extending from Morehead City to the foot of the mountains and, postwar, to Asheville. As the tracks were laid, newspapers were there to document the progress with particularly strong coverage found in the Charlotte, Goldsboro, Raleigh, Greensboro, and Salisbury papers. Apart from the news coverage, the columns of the papers included announcements, timetables, stock offerings, and the like. For example, the (Charlotte) *Western Democrat* of April 12, 1856, printed the mail train schedule. Commerce, in the age before other forms of communication, depended on these postings.

The 1850s also saw the emergence of the state's first daily newspapers. The *Raleigh Register* changed its publication schedule from semi-weekly to daily during the 1850-1851 legislative session. And in September 1851, the *Wilmington Daily Journal* produced its first issue with the announcement, "It will be issued every day (Sunday excepted) after the arrival of the mails, so as to give the very latest intelligence from all quarters....North Carolina is almost, if not quite, the only State in the Union in which no daily paper is published." Charlotte's *North Carolina Whig* also became a daily in 1851 and the *Wilmington Herald* followed suit in 1853. By 1860, the state was home to 8 daily newspapers.

The debate over secession, which culminated with the vote on May 20, 1861, at the State Capitol to take North Carolina out of the federal union and affiliate with the Confederate States of America, played out in the newspapers of the day. Whigs like Seaton Gales of the *Raleigh Register* denied that the right of secession even existed. "To say that a State has a constitutional right to secede and break up the Union, because this was a power she never surrendered to the general government, is in our estimation absurd," he wrote as early as December 1850. The widely distributed and quoted work of North Carolina native Hinton Rowan Helper in *The Impending Crisis of the South* (1857), further inflamed the debate. In the end it was the view of

men like the editor of the *Wilmington Journal* who declared in 1861 that “thinking men” in the area “now begin to regard a dissolution as an approaching necessity, and a most painful necessity at that.”

Over thirty newspapers were in production in North Carolina during the Civil War. Many were produced only sporadically, such as the *Asheville News* and *Iredell Express*, while others like the *Milton Chronicle*, *Shelby Mountain Eagle*, and *Tarboro Southerner* ceased production, as papers experienced shortages in printing supplies and many editors and printers left their jobs to take up arms. A fairly large number however, most notably those published in Raleigh, Greensboro, Charlotte, Fayetteville, and Wilmington, remained active throughout the conflict as did a number of papers in smaller communities such as the *Wadesboro Argus*, *Salisbury Daily Carolina Watchman*, and *Hillsborough Recorder*.

North Carolinians received not only local news, but also reports of national and foreign events from papers such as the *Raleigh Daily Conservative*, *Raleigh Daily Confederate*, *Fayetteville Observer Semi-Weekly*, *Charlotte Western Democrat*, *Greensborough Patriot*, *Salem People's Press*, *Salisbury Daily Carolina Watchman*, and *Wilmington Daily Journal*. These papers offered the citizens of North Carolina details of the fighting from the frontlines. Published casualty lists were often the first place women on the home front learned of their husband's or son's demise in battle or in a hospital. The papers provided those waiting at home news of where a loved one's unit might have been posted, or what engagements they had been present at. They also supplied in-depth reports on the success or failure of the Confederate militaries in both the eastern and western theaters. Such information has proved indispensable to modern historians as a source of data to supplement the available military records of North Carolina's Confederate soldiers.

In addition to word of the actual fighting, the major North Carolina newspapers provided an arena for political discourse. Historians researching the development of the Peace Party in North Carolina can find no better resource than the debates published in the *Raleigh Daily Conservative*, a paper devoted mainly as a mouthpiece for Zebulon Vance, and those of the *Raleigh Weekly Standard*, a platform for his political opponent, newspaper editor William Holden. The print run for both in the 1864 period is fairly complete, allowing for a fairly thorough documentation of discourse, public meetings, and elections. Such papers also highlight the activities of organizations such as the Heroes of America, a Unionist guerilla element in the Piedmont of North Carolina, and the actions, and at times atrocities, of Confederate Home Guard and militia units.

Fairly complete print runs of Civil War-era North Carolina papers such as the *Fayetteville Observer Semi-Weekly*, *Wilmington Daily Journal*, *Raleigh State Journal*, and *Raleigh Daily Conservative*, also provide access to market price lists in the individual cities. Comparing the prices published by month throughout the war clearly demonstrates the amount of inflation that took place, and the difficulty in obtaining certain commodities. Such information remains a key component in documenting and illustrating the hardships faced by those on the home front. Other price lists, and schedules, such as those established by the Confederate government in 1864-1865, are found published in these papers as well, as are Confederate tax information.

Religious magazines and newspapers also continued operation during the war, including the *Greensboro Watchman and Harbinger*, *North Carolina Christian Advocate*, and *Fayetteville North Carolina Presbyterian*, as did more literary-minded papers such as the *Raleigh Southern Field and Fireside*.

In addition to extant newspapers published in Confederate North Carolina, a series of papers were published in Union occupied areas of the state, with a decidedly Union slant. Papers such as the *New Bern Weekly Progress*, *Plymouth Roanoke Crescent*, and *Washington Union Advance Picket*, offered news of Union military efforts and successes. Importantly, these newspapers also provided knowledge about United States Colored Troops and Union North Carolina military regiments recruiting and operating in the area. Access to such information is key to further explaining the complex story of North Carolina's role in the war.

The era of Reconstruction is, in many ways, the most misunderstood period of American history and of North Carolina history. Over the course of the past fifty years, history was been upended with figures once reviled now revered and vice versa. First among those in terms of significance was W. W. Holden, himself a newspaperman. Holden studied law at night and received his license in 1841, but he preferred the newspaper business to legal practice. He arranged to purchase the *Standard*, the Raleigh based organ for the Democratic Party, and in 1843, became sole owner and editor. Borrowing from his earlier Whig leanings, he promoted reform, equal suffrage in voting for state senators, internal improvements for all sections of the state, continued development in education, and better working conditions in the factories and mills. Holden, more than any other individual, revived the Democratic Party and led it to dominance during the decade of the 1850s.

In the sectional crisis, William W. Holden termed himself a "national" man, one who advocated the Union over secession while agreeing with southern interests in most other cases. As resistance reached futility in the Convention of 1861, he accepted and voted for secession. Having broken with the Democratic Party leadership, Holden used the *Standard* to promote a new Conservative Party, which in 1862 nominated Zebulon B. Vance for governor. With his influential newspaper spearheading the campaign, Holden led Vance to victory. The editor and the governor disagreed on how to conduct the war, however, and faced off as opponents in the 1864 election. Holden's campaign rested on his belief that the Confederacy was doomed, and that North Carolina should seek a separate peace on the best terms possible. He had a sizable following, but most citizens agreed with Vance that continuing the war was preferable to the dishonor of deserting sister states. Holden suffered a humiliating defeat in 1864. Like a later politician, Richard M. Nixon, he rebounded to be appointed provisional governor in 1865 and to be elected governor in 1868. The humiliation was not at its end, however, as Holden in 1871 became the first governor in the U.S. to be impeached and removed from office.

Holden, as a young boy, had worked in the Hillsborough newspaper office of Josiah Turner. During the antebellum period Turner was a Whig politician. During Reconstruction, he was a leading Conservative spokesman as editor of the *Raleigh Sentinel*. John Spelman was a reporter for Holden at the *Standard* in 1850s. He edited and founded several other papers. He was named state printer in 1859 by Governor John Ellis. He was publishing the *Weekly State Journal* by the end of the war and into the Reconstruction era. He published smaller more political

campaign papers at various times, including the *Blasting-Powder for Democrats and Conservatives*, a paper published in 1872 in support of Augustus Merrimon for governor (he ran against Tod Caldwell).

William Pell was a Methodist minister and editor of the Raleigh *Sentinel* which had been a Whig newspaper. After the war Pell spoke for the Jonathan Worth faction of the Conservatives. He and Josiah Turner managed Worth's campaign for governor.

The Kirk-Holden War and Holden's impeachment hearings can be documented through newspaper research. Papers that covered the issues of the day include the *Greensboro Patriot* and *Daily News* and Raleigh's *Daily Standard* and *Sentinel*.

The Klan violence in Alamance County was reported and editorialized upon in several papers including the *New Bern Times*, the *Raleigh Daily Standard and Sentinel*, and the *Hillsborough Recorder*.

Newspapers played a part in one of North Carolina's most notorious acts of racial violence, the Wilmington Race Riot of 1898. Editorialists collaborated with Democratic politicians in fomenting racial animosity in an attempt to reverse Republican Party gains in previous North Carolina elections and remove African-Americans from political office. The *Raleigh News and Observer* and its editor Josephus Daniels was at the center of such efforts. The *Wilmington Daily Record*, a publication founded by Alexander L. Manly as the "Only Negro Daily in the World", sought to fight back against the racism pervading the state, publishing editorials attacking whites for their hostile attitudes toward blacks. One of Manly's editorials was used as a rallying cry by Democrats campaigning for office in 1898. And on November 10, 1898 as many as 2000 white men attacked the offices of the *Wilmington Daily Record*. The mob smashed the presses before burning down the building. Then, as they left the smoldering building, the group set upon Wilmington's African-American residents. The resulting violence left at least 10 and perhaps as many as 60 individuals dead, many of them African-American. Numerous blacks permanently left the city and elected city officials were forced from power and replaced by men handpicked by the local Democratic Party.

At times in the first decades of the 20<sup>th</sup> century, North Carolina's newspaper editors joined hands with politicians and industrialists in their efforts to move the state forward economically. The state's growth depended on the construction and maintenance of quality roads and highways. Editors at such papers as the *Charlotte Observer*, the *Greensboro Daily News* and the *Raleigh News and Observer* began promoting good roads as early as 1911. Their efforts helped push politicians to create the State Highway Commission in 1915, a year before the passage of the Federal Highway Act. North Carolina's focus on road building eventually earned it the moniker, "The Good Roads State."

The debate over women's suffrage peaked in 1919-1920. All of the Raleigh papers, the *Charlotte Observer*, Greensboro's *Patriot* and *Daily News*, the *Star of Zion* (AME Zion paper published in Charlotte), *Asheville Citizen*, *Western Sentinel* covered the suffrage debate. The *Daily Argus* of Goldsboro is important since it was published in suffrage leader Gertrude Weil's hometown.

Near the close of the period under study, broadcasting began in North Carolina with the first radio signals beamed by WBT from Charlotte in 1921. From that point newspapers would compete with other media for the attention of consumers.

#### NEWSPAPER COLLECTIONS IN NORTH CAROLINA

Staff at the State Library of North Carolina assembled some of the first collections of newspapers published in the state. Legislators created the State Library in Raleigh in 1812 to collect laws and legislative journals. But by the mid-1800s staff had added book acquisition and newspaper binding to their responsibilities.

The State Library and other libraries around the state continued to collect newspapers with little thought toward and, just as importantly, few avenues for long-term preservation of the newsprint until 1959 when state legislators approved approximately \$28,000 to microfilm state newspapers published prior to 1870. The effort was led by the North Carolina Division of Archives and History (known today as the *Office* of Archives and History). In time microfilming expanded to include papers from later in the 19<sup>th</sup> century as well as the 20<sup>th</sup> century.

Between 1959 and 1972 the North Carolina Newspaper Project, as the microfilming efforts eventually came to be known, created approximately 2,400 reels of film. Staff searched county-by-county to find newspapers, reaching out to public libraries, historical societies and, even, individuals for copies.

Staffing and equipment problems contributed to a slowdown in newspaper microfilming from the mid-1970s to the late 1980s. But efforts got a boost in 1990 when the National Endowment for the Humanities awarded more than \$588,000 jointly to the N.C. Division of Archives and History and the State Library of North Carolina for microfilming and cataloging of North Carolina newspapers. Additional NEH grant funding of more than \$725,000 allowed the effort to continue until March 1999. As a participant in the United States Newspaper Program during the 1990s, the North Carolina Newspaper Project created catalog records for more than 2,500 unique North Carolina newspaper titles and filmed almost 3 million pages.

#### PREVIOUS NEWSPAPER DIGITIZATION EFFORTS

In 2007 the North Carolina State Archives, a branch of the N.C. Office of Archives and History, received LSTA funds to digitize some of the state's earliest newspaper titles. The goals of the project were to determine the amount of effort it took to digitize early newspapers, establish best practices for outsourcing the digitization of newspapers, and to create several K-12 lesson plans. The North Carolina Newspaper Digitization Program relied on OCLC Preservation Services to digitize newsprint copies of titles and selected CONTENTdm as the content management system behind its website (<http://www.archives.ncdcr.gov/newspaper/index.html>).

The program ceased operation in 2009 when the grant ended and State Archives was unable to find a source of continued funding. The online collection includes a total of 23,483 digital images that are keyword searchable and includes papers from such cities as Edenton (1787-1801), Fayetteville (1798-1795), Hillsborough (1786), New Bern (1751-1804), Salisbury (1799-

1898) and Wilmington (1765-1816). Two members of the project team, Druscie Simpson and Sarah Koonts, have agreed to serve on the advisory board for *North Carolina Newspapers*.

More recently, the North Carolina Digital Heritage Center, a grant-funded initiative based at the University Library in Chapel Hill, has produced digital collections of North Carolina newspapers. Since 2010, staff have added 16 newspaper titles to the Digital Heritage Center's website (<http://digitalnc.org/collections/newspapers>). The collection includes a mix of newspapers from colleges and universities as well as several North Carolina communities. Several issues date back to 1824. In 2011, the N.C Digital Heritage Center announced plans to digitize 100 microfilm reels of North Carolina newspapers by the end of 2012. Staff have already begun preparing metadata and working with a vendor to produce PDFs that will be stored and served up via CONTENTdm. North Carolina Digital Heritage Center coordinator Nick Graham has agreed to serve on the *North Carolina Newspapers* advisory board.

## METHODOLOGY AND STANDARDS

### AVAILABILITY OF MASTER MICROFILM

The North Carolina State Archives' vault holds master negatives of more than 1,185 North Carolina newspaper titles. Those negatives will serve as the source for the silver negatives required for this grant project. Many of the titles in the State Archives vault were microfilmed during the institution's participation in the United States Newspaper Program in the 1990s. Newspapers were microfilmed according to the *RLG Preservation Microfilming Handbook* published in 1992. The State Archives continues to follow RLG guidelines today when producing microfilm of newspapers. Currently an imaging technician produces digital scans of the newspaper pages and then produces the microfilm from those scans. State Archives has one full-time imaging technician, who would create the duplicate master silver negatives.

### NEWSPAPER SELECTION PLAN

A 12-member advisory board consisting of historians, archivists, librarians and an attorney will select newspapers for digitization. Board members are as follows:

- Michael R. Hill, a historian and research branch supervisor of the North Carolina Office of Archives and History
- Mike Sistrom, chair of the department of history and coordinator of teacher social studies licensure at Greensboro College
- Barbara Friedman, professor of journalism at the University of North Carolina at Chapel Hill and editor of the American Journalism Historians Association's *American Journalism* magazine
- Hugh Stevens, First Amendment attorney and former general counsel to the North Carolina Press Association
- Carolyn Peterson, director of library services at Shaw University
- Mike Taylor, director of Pender County Public Library
- Jennifer Pratt, chief of library development for the State Library of North Carolina

- Sarah Koonts, interim State Archivist and head of the collections management branch of the State Archives of North Carolina
- Druscie Simpson, head of the information management branch of the State Archives of North Carolina
- Jason Tomberlin, archivist and chair of the North Carolina Library Association Round Table on Special Collections
- Nicholas Graham, program coordinator of North Carolina Digital Heritage Center
- Robert G. Anthony, curator of the North Carolina Collection at the University of North Carolina at Chapel Hill and director of the North Carolina Digital Heritage Center.

The board will meet annually to make its selection. Prior to the meeting, project staff will prepare a list of candidates for digitization. The list will include information about each title, including:

- Temporal coverage
- Geographic coverage
- Editorial stance
- Circulation size
- Audience

Board members will be provided with the list described above as well as a map of North Carolina with county boundaries delineated and a timeline of significant events that occurred in North Carolina between 1836 and 1922. They will also be given a review form and instructions for ranking their choices. The instructions will mirror the guidelines set by the Library of Congress. Board members will be reminded to select newspaper titles that significantly reflect North Carolina's political, economic and cultural history. They will be urged to place strong emphasis on newspapers that were "papers of record" and provided coverage of statewide issues along with legal notices and announcements of community news and events, including births, deaths, and marriages. Board members also will be encouraged to select paper in whose pages readers will find coverage of a variety of ethnic, racial, political, economic, cultural and religious groups.

To help in the selection process, members will be furnished with questions that they should consider when reviewing candidates for digitization. Questions will touch on the three intellectual content criteria set forth by the Library of Congress. Those questions are:

- Research Value
  - Is the newspaper a "paper of record" at the state or county level?
  - Does the newspaper provide coverage of a variety of ethnic, racial, political, economic, cultural and religious groups?
  - Does the newspaper have statewide or regional influence?

- Geographic Coverage
  - Does the newspaper feature stories from around the state?
  - Does the newspaper feature stories from more than one county?
  - Does the newspaper feature only stories from one county or a smaller coverage area?
- Temporal coverage
  - Does the newspaper provide coverage from 1836 through 1922?
  - Does the newspaper extend beyond 1836-1922?
  - Does the publication run include gaps?
  - Are the publication gaps short? Or long?

In further refining their selections, advisory board members will consider the following questions:

- Has the newspaper ceased publication and does it lack active ownership?
- Does the newspaper provide statewide coverage of one of North Carolina's significant minority communities from 1836-1922?
- Has the newspaper already been digitized?

Board members will be asked to assign a ranking to each newspaper title. The priority scale for ranking is as follows:

- Highest priority for digitization: Newspaper title meets *all* intellectual selection criteria. Its absence from project would create a major gap in digitized North Carolina newspapers. Its inclusion furthers scholarship.
- High priority: Newspaper title meets *most* intellectual selection criteria. Its absence would be noticed. But scholars would be satisfied with other titles with similar coverage.
- Medium priority: Newspaper title meets *some* intellectual selection criteria. Its absence from project may not be noticed because other titles provide similar coverage.
- Low priority: Newspaper title meets *few* intellectual selection criteria. Its absence from project would not affect scholarship.
- Not recommended: Newspaper does not meet intellectual selection criteria.

The project director will gather board members' rankings prior to their annual meeting. She/he will prepare a list of newspapers that received nominations as highest, high and medium priority and distribute that list to board members at the meeting. The list will not include titles that were low-priority or not recommended. It is expected that the number of papers among the other three rankings (highest priority digitization, high priority and medium priority) will produce a sufficiently large pool from which the board can choose.

At the board meeting, members will share their comments about the titles on the project director's list. However, if a board member feels strongly that a title not on the list should be digitized, she/he may nominate that paper. Through their discussions, board members should

produce a list of titles comprising approximately 200 reels of microfilm. The list will include more reels than can be digitized over the two-year period of the grant. The greater number will provide project staff with clear guidance on reels that may be substituted should higher-ranking reels prove of insufficient technical quality for digitization.

## DIGITIZATION EFFORTS AT THE UNIVERSITY LIBRARY

The University Library has a 16-year history of producing digital collections. Its digital publishing program was recognized as the "Outstanding Library Program" of 2000 by SOLINET and was featured in the Association of Research Library 75<sup>th</sup>-anniversary publication "Celebrating Research" in 2008. The Library has received numerous grants from NEH, IMLS and the Library of Congress to support its digital publishing initiatives.

In 1996 the Library published on the web "First Person Narratives of the American South," a collection of diaries, autobiographies, memoirs, travel accounts, and ex-slave narratives written by Southerners (<http://docsouth.unc.edu/fpn/index.html>). Work on the project was, in part, funded by money the Library received as a winner of the Library of Congress/Ameritech National Digital Library Competition in 1996. "First Person Narratives of the American South" also proved the core collection around which the Library developed its *Documenting the American South* (DocSouth) digital publishing initiative (<http://docsouth.unc.edu>). DocSouth has grown to include fifteen thematic collections of books, diaries, posters, artifacts, letters, oral history interviews, and songs.

Although early projects relied on outside vendors for text encoding and programming, current digital initiatives make extensive use of the Library's well-equipped Digital Production Center and staff expertise in scanning, programming, text encoding and web design. In 2007 many of the Library's digital programs and initiatives were grouped under the umbrella of the Carolina Digital Library and Archives (CDLA), a library department. CDLA staff both create digital projects and advise library colleagues and University faculty on the development of digital initiatives. The Library's Digital Production Center includes several Internet Archive Scribe scanning systems as well as other scanners and cameras that allow for digitization of books, maps, posters, postcards, three-dimensional objects and other types of rare, fragile, and valuable special collections materials. Digitization staff are well-versed in digital imaging standards and have experience working with a variety of file formats, including JPG2000, TIFF and PDF. CDLA staff members are equally familiar with creating metadata to describe digital objects and working with content management systems, including CONTENTdm and custom open-source digital publishing tools.

Library staff also have long experience with markup standards using XML. Many texts published online as part of DocSouth were marked up in TEI. The Library's technical services staff regularly use EAD to make finding aids available online and share digital objects through those finding aids. And staff use METS to capture structural metadata on digital objects ingested into the Carolina Digital Repository (<https://cdr.lib.unc.edu/>), the Library-maintained digital archive for materials produced by members of the University of North Carolina community.

As noted elsewhere in this narrative, the Library has recently ventured into newspaper digitization. The project is under the auspices of the North Carolina Digital Heritage Center, which is working on digitizing both newspapers from original copies and newspapers from microfilm. For each of these titles, descriptive metadata is captured according to NDNF specifications, and the digitization is done by vendors who have either knowledge of or direct experience with NDNF standards. However, the Digital Heritage Center is not doing full ALTO structural markup for these papers at this time; the digitized papers are published as PDFs in CONTENTdm. Digital Heritage Center staff are paid on IMLS funds and will not be able to work directly on a separate, NEH-funded newspaper digitization effort. However, it is anticipated that the Digital Heritage Center staff will be helpful resources for sharing knowledge and experiences. *North Carolina Newspapers* project staff will be certain to coordinate with the Digital Heritage Center to ensure that there is no duplication in the titles selected for digitization by the two projects.

University Library digital collections and projects include (a full list of the Library's digital collections is available at <http://www.lib.unc.edu/digitalprojects.html>):

- *Going to the Show* (<http://docsouth.unc.edu/gtts/>). This collection documents and illuminates the experience of movies and moviegoing in North Carolina from the introduction of projected motion pictures (1896) to the end of the silent film era (circa 1930). The site comprises a searchable database of more than 1200 movie exhibition sites in some 200 North Carolina communities; a collection of contemporaneous artifacts (newspaper ads and articles, photographs, postcards, city directories) illuminating the experience of early moviegoing in N.C.; more than 750 digitized Sanborn® Fire Insurance Map pages reflecting the central business districts of 47 towns and cities between 1896 and 1922; and an interpretive case study of early moviegoing and urban life in Wilmington. The project's scholarly advisor, an expert on moviegoing and American cultural history, was the recipient of an NEH Digital Humanities Fellowship. In 2010 *Going to the Show* was one of two UNC Library digital projects to receive the Roy Rosenzweig Prize for Innovation in Digital History, given by the American Historical Association and the Center for History and New Media at George Mason University.
- *North Carolina Maps* (<http://www.lib.unc.edu/dc/ncmaps/>). The site is a comprehensive, online collection of historic maps of North Carolina. The project was a collaboration with the North Carolina State Archives and the Outer Banks History Center and featured maps from those two repositories as well as the University Library. *North Carolina Maps* contains more than 3,000 maps, ranging in date from the late 1500s to 2000, and including detailed maps for each of North Carolina's one hundred counties. The project received an award of merit from the American Association of State and Local History in 2011.
- *North Carolina Postcards* ([http://www.lib.unc.edu/dc/nc\\_post/](http://www.lib.unc.edu/dc/nc_post/)). A digital collection of more than 10,000 postcards of North Carolina.
- *Main Street, Carolina* (<http://mainstreet.lib.unc.edu/>). This software tool builds upon the system for displaying and manipulating Sanborn® Fire Insurance maps developed for *Going to the Show*. It was designed to encourage and facilitate the production of digital

projects about the history of towns and cities in North Carolina and has been used by local heritage organizations in Durham, Charlotte and Wilmington to develop websites.

- *Oral Histories of the American South* (<http://docsouth.unc.edu/sohp/>)
- *Colonial and State Records of North Carolina* (<http://docsouth.unc.edu/csr/>)
- *The North Carolina Experience* (<http://docsouth.unc.edu/nc/>)
- *Driving Through Time: The Digital Blue Ridge Parkway* (<http://docsouth.unc.edu/blueridgeparkway/>)
- *The Southern Homefront* (<http://docsouth.unc.edu/imls/>)
- *True and Candid Compositions: The Lives and Writings of Ante-Bellum Students at the University of North Carolina* (<http://docsouth.unc.edu/true/>)

## **WORK PLAN**

### SELECTION OF TITLES

The intellectual criteria for selecting newspaper titles is discussed above in Newspaper Selection. In short, the following steps will be performed.

- Staff will prepare a list of possible titles for inclusion, using *Guide to Newspapers on Microfilm in the North Carolina State Archives* as the source.
- Staff provide background information to allow Advisory Board to make its selection
- Advisory Board will meet, discuss and approve a list of titles for inclusion in the project. They will follow the criteria described in the previous section.

### EVALUATION OF MICROFILM

After the board has produced its list of newspaper titles for digitization, project staff will verify that the master negatives meet the technical guidelines set forth by the Library of Congress. In particular, staff will ensure that titles were filmed at a reduction ratio of 20x or lower, have a resolution test pattern readable at 5.0 or higher, and a density range of no more than 0.2 within and between exposures. They will take care to note microfilm reels that includes numerous instances of page curvature, gutter shadows or out-of-focus images. These represent poor quality film and staff will remove from the digitization list those titles with a significant number of reels featuring such problems. Poor quality titles will be replaced by the other newspapers on the board's list.

### MICROFILM DUPLICATION

Once project staff have confirmed titles for digitization, they will send a list to the North Carolina State Archives. State Archives imaging unit staff will then produce second-generation silver negatives from camera master negatives. The second-generation film will be sent to Wilson Special Collections Library at Chapel Hill where project staff will review it, taking care not to scratch the negatives.

## VENDOR SELECTION

North Carolina Newspapers will rely on a vendor to scan microfilm, create the derivative files, perform OCR and encode metadata. North Carolina state law requires selection of the vendor through the Request for Proposal (RFP) process. Consequently, a vendor cannot be chosen until after the University Library has received notification of the grant award. In preparing this application, library staff contacted several vendors requesting cost estimates for performing the tasks described above. Estimates ranged from \$0.50 to \$0.65 per page. Several built into their estimates the cost of purchasing hard drives for storing image and metadata files and shipping microfilms and hard drives to and from their facilities (Please see Appendix TK for cost estimates).

Once the University Library has received notification of the grant award, staff will prepare and post a Request for Proposals. Upon receipt of bids, project staff will select a vendor based on cost and these additional factors:

- Ability to conform to National Digital Newspaper Program 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

North Carolina Newspapers will provide structural and technical metadata to meet guidelines specified in Appendices A, B and C in the National Digital Newspaper Program 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 the North Carolina Collection of the University Library at the University of North Carolina at Chapel Hill. The project director and metadata assistant will examine each page, paying particular attention to such discrepancies as:

- Newspaper title changes on a reel
- Inconsistent volume, title and page numbers
- Missing 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, North Carolina Newspapers 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 will also 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.

Catalogers with the North Carolina Collection of the University Library have already created AACR2-compliant MARC21 records for more than 1,500 North Carolina newspaper titles. The University Library is a CONSER member with several catalogers trained in creating CONSER records. As part of the North Carolina Newspapers 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. North Carolina Newspapers 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 National Digital Newspaper Program 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 North Carolina Newspapers project manager 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 Digital Viewer 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 will also 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 University Library at UNC-Chapel Hill where project staff will:

- Note the receipt of deliverables in the project wiki
- Revalidate all deliverables
- Request that the vendor recreate deliverables that failed to validate
- Confirm that the vendor has accounted for discrepancies noted by project staff during their initial evaluation of reels
- Ensure that the vendor correctly used Issue Present and Page Present indicators
- Verify that 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 their file extensions.

#### DELIVERY TO LIBRARY OF CONGRESS

After North Carolina Newspapers staff have performed quality control on each batch of digital files delivered by the vendor, they will send the files to the Library of Congress on a USB 2.0-enabled, external hard drive. The drive will be free of write-protection. Hard drives will be sent to the Library of Congress via a shipping provider that offers tracking.

Each hard drive will contain a single batch of digital files stored in a directory structure prescribed by the Library of Congress. Once the digitization and validation process has begun, North Carolina Newspapers will send batches to the Library of Congress on a monthly basis, ensuring that no single batch exceeds 10,000 pages.

North Carolina Newspapers will also deliver to the Library of Congress essays on each of the newspaper titles included in the project. These essays will not exceed 500 words and will discuss the history, significance, scope and content of each title. Staff will also provide the Library of Congress with a list of North Carolina newspaper titles with archives on the web. This document will include only those titles not digitized under the NEH grant and provide title-level bibliographic information, a description of the digital resource and details on CONSER updates implemented as a result of identification of the digital resource.

Finally, the project staff will send to LC a bar-coded, duplicate silver negative of each microfilm reel included in North Carolina Newspapers. The duplicate will be made from the camera master and the bar-code will be supplied by the Library of Congress.

#### DELIVERY TO THE NATIONAL ENDOWMENT FOR THE HUMANITIES

North Carolina Newspapers staff will provide periodic reports to the National Endowment for the Humanities. These reports will describe the work completed and preview tasks that remain. They will also include information on expenditures, if requested. Staff will adhere to the reporting schedule designated by NEH.

## PROJECT TIMELINE

### YEAR 1

#### First Quarter (October 2012-December 2012)

- *Principal Investigator*
  - Work with Library Personnel Office to conduct search and hire Project Manager
  - Hire two graduate metadata assistants
  - Work with Project Manager to issue RFP for digitization vendor
  - Hire digitization vendor
  - Attend NDNP annual meeting in Washington, D.C.
  - Write 500-word essays on newspaper titles selected for digitization
  - Prepare financial documents requesting reimbursement and/or advancement for items purchased or services provided in first quarter.
- *Project Manager*
  - Send advisory board background information on the selection process, selection criteria, the history of North Carolina newspapers, a map of North Carolina and a list of possible titles for digitization
  - Organize Advisory Board meeting for selection of newspapers
  - Work with metadata assistants to evaluate condition of microfilm and prepare final list of papers for digitization.
  - Set up work stations with NDNP Digital Viewer and Validator (DVV)
  - Request duplicate microfilm negatives from N.C. State Archives
  - Attend NDNP annual meeting in Washington, D.C.
  - Develop production schedule in concert with Library of Congress staff
- *Metadata Assistants*
  - Evaluate microfilm of newspaper titles selected for digitization and determine whether titles meet technical quality standards
  - Review microfilm reels, noting irregularities and other structural metadata into spreadsheet for each title and reel

#### Second Quarter (January 2013-March 2013)

- *Principal Investigator*
  - Continue writing essays on newspaper titles selected for digitization
  - Complete contract with digitization vendor
  - Provide oversight and technical guidance to *North Carolina Newspapers* staff
  - Write semi-annual report and send it to NEH and Library of Congress
  - Prepare financial documents requesting reimbursement and/or advancement for items purchased or services provided in second quarter.
- *Project manager*
  - Ensure North Carolina State Archives completes duplication of microfilm master negatives and sends to University Library.

- Create tracking database and track movement of microfilm and digital files between N.C. State Archives, University Library, vendor and Library of Congress.
  - Send batch of silver negative reels and spreadsheets to vendor for digitization and metadata encoding. The number of reels in each batch will be pre-determined with discussions between vendor and University Library.
  - Maintain contact with vendor to ensure timely receipt by University Library of digital files on external hard drives and recreation of digital files that would not validate.
  - Prepare a test batch of required files and send to Library of Congress
- *Metadata Assistants*
    - Continue to review microfilm, noting irregularities and other structural metadata into spreadsheet for each title and reel.
    - Use NDNP DVV to validate files.

#### Third Quarter (April 2013-June 2013)

- *Principal Investigator*
  - Submit essays on newspaper titles to Library of Congress
  - Provide oversight and technical guidance to *North Carolina Newspapers* staff
  - Prepare financial documents requesting reimbursement and/or advancement for items purchased or services provided in third quarter.
- *Project manager*
  - Continue updating database to track movement of microfilm and digital files between N.C. State Archives, University Library, vendor and Library of Congress.
  - Maintain schedule of shipments to and from digitization vendor. Ensure that files that would not validate are recreated.
  - Send files and microfilm on monthly basis to Library of Congress
- *Cataloger*
  - Create, update or enhance CONSER records for newspaper titles
- *Metadata assistants*
  - Continue to review microfilm, noting irregularities and other structural metadata into spreadsheet for each title and reel.
  - Use NDNP DVV to validate files.

#### Fourth Quarter (July 2013-September 2013)

- *Principal Investigator*
  - Provide oversight and technical guidance to *North Carolina Newspapers* staff
  - Prepare financial documents requesting reimbursement and/or advancement for items purchased or services provided in fourth quarter.
  - Write semi-annual report and send it to NEH and Library of Congress

- *Project manager*
  - Continue updating database to track movement of microfilm and digital files between N.C. State Archives, University Library, vendor and Library of Congress.
  - Maintain schedule of shipments to and from digitization vendor. Ensure that files that would not validate are recreated.
  - Send files and microfilm on monthly basis to Library of Congress
  - Ensure Library of Congress's receipt of 25,000 digitized newspaper pages.
- *Cataloger*
  - Continue to create, update or enhance CONSER records for newspaper titles
- *Metadata assistants*
  - Continue to review microfilm, noting irregularities and other structural metadata into spreadsheet for each title and reel.
  - Use NDNP DVV to validate files.

#### YEAR2 (October 2013-September 2014)

- *Principal Investigator*
  - Provide oversight and technical guidance to *North Carolina Newspapers* staff
  - Prepare financial documents requesting reimbursement and/or advancement for items purchased or services provided.
  - Attend annual NDNP meeting in Washington, D.C.
  - Write semi-annual and final reports for NEH and Library of Congress
  - Ensure *North Carolina Newspapers* project meets all final requirements and deadlines.
- *Project manager*
  - Continue updating database to track movement of microfilm and digital files between N.C. State Archives, University Library, vendor and Library of Congress.
  - Maintain schedule of shipments to and from digitization vendor. Ensure that files that would not validate are recreated.
  - Send files and microfilm on monthly basis to Library of Congress
  - Organize second meeting of *North Carolina Newspapers* advisory board.
  - Attend NDNP annual meeting in Washington, D.C.
  - Ensure Library of Congress's receipt of 100,000 digitized newspaper pages by the end of project.
- *Cataloger*
  - Complete creation, updating or enhancement of CONSER records for newspaper titles
- *Metadata assistants*
  - Continue to review microfilm, noting irregularities and other structural metadata into spreadsheet for each title and reel.
  - Use NDNP DVV to validate files

## **PROJECT STAFF**

John Blythe is Special Projects and Outreach Coordinator for the North Carolina Collection of the University Library at UNC-Chapel Hill. **As such, he** supervises digital projects involving materials from the collection and **prepares and edits** publications on North Carolina-related topics. He also helps plan and direct public programs for on-campus and statewide audiences.

Blythe oversees staff and work on the *North Carolina Postcards* digital collection ([http://www.lib.unc.edu/dc/nc\\_post/](http://www.lib.unc.edu/dc/nc_post/)). Blythe also served as Project Librarian for the *North Carolina Maps* online collection. Prior to working in libraries, he spent 17 years as a newspaper reporter, web editor, and radio producer. Blythe holds an M.S. in Information and Library Science and a B.A. in American Studies from the University of North Carolina at Chapel Hill.

As principal investigator Blythe will dedicate 20% of his time to work on *North Carolina Newspapers*. Blythe will oversee the hire and training of the project manager, the bid and selection process for a digitization vendor, write semi-annual reports for NEH and the Library of Congress and prepare financial reports. Blythe will also write essays on each of the newspaper titles selected for digitization.

### Project Manager for *North Carolina Newspapers*

The Project Manager (officially the Newspaper Digitization Project Librarian) will begin work on October 1, 2012. The manager will hold an ALA-accredited master's degree in library or information science and will spend 100% of her/his time working on *North Carolina Newspapers*. The project manager will direct the day-to-day operations of the project and will work closely with the Principal Investigator and the Advisory Board. He/she will serve as the primary contact with the digitization vendor, staff at the North Carolina State Archives and the Library of Congress. The project manager will supervise two graduate student metadata assistants. His/her additional responsibilities will include:

- Ensuring microfilm selected for project meets required technical specifications
- Preparing metadata on newspaper titles and reels selected for digitization
- Overseeing review of digital files received from digitization vendor
- Creating and maintaining a database to track the movement of microfilm and digital files
- Attending the annual NDNF program meetings in Washington, D.C.
- Working with P.I. to produce reports for funders and project participants

The Project Manager will work from October 1, 2012-September 30, 2014. A position announcement for the Project Manager is included as an appendix to this application.

Kurt Blythe (no relation to John Blythe) is Serials Access Librarian and Head of the Serials Cataloging and Binding Section of the University Library at UNC-Chapel Hill. He coordinates serials cataloging efforts across the University Library system. His responsibilities include

training staff in CONSER and vetting of records contributed to CONSER. Blythe holds an M.L.S. from Emporia State University and holds an undergraduate degree in English Language and Literature from the University of Kansas.

Blythe will devote 1% of his time during the project's first year to creating, updating or enhancing CONSER records for North Carolina newspaper titles selected for digitization.

Metadata Assistant (2 positions)

*North Carolina Newspapers* metadata assistants will each spend 15 hours a week working on the project. The positions will be filled by graduate students from the School of Information and Library Science at UNC-Chapel Hill. The metadata assistants' responsibilities will include review of microfilm, checking image quality and recording structural metadata for encoding by digitization vendor; validation of files returned from the digitization vendor; and assisting in preparation of microfilm and digital files for shipment to the digitization vendor and the Library of Congress.

Both positions will be funded from October 1, 2012-September 30, 2014.