Collection Development Policy

The NEH Digital Repository facilitates long-term preservation of and access to select records documenting the history of the National Endowment for the Humanities (NEH) and the agency's programs.

Collection Rationale

The repository serves the research needs of internal NEH staff as well as external audiences such as academic researchers, students, and the general public.

The National Archives and Records Administration (NARA) routinely collects a subset of NEH records that have been designated as "permanent." The NEH Digital Repository augments and complements NARA collections by including:

- Digitized or born-digital electronic copies of some permanent records that have been or will be ingested by NARA.
- Other records identified by NEH staff as historically significant and worthy of long-term preservation for research purposes.

Collection Scope

The repository preserves only a portion of NEH records, which are stored in multiple systems. Collections include:

- Grant program guidelines
- National Council on the Humanities documentation
- Documentation of special events and meetings hosted by NEH
- Internal memoranda and other administrative files
- Reports and publications produced all or in part by NEH staff
- Informational or promotional outreach materials

Collections exclude:

- Funded or unfunded grant applications
- Products resulting from NEH grant funding, with limited exceptions
- Temporary records with limited historical significance
- Records that exist only in physical, non-digital formats

Formats

The repository accommodates a wide range of digital image, audio, video, and other data formats. It includes materials that have been digitized from original physical sources as well as born-digital electronic records.