

State Historical Society of North Dakota Statewide Digitization Grant Application 2010

Grant Guidelines

The following criteria must be met for organizations to be eligible to apply:

- Participants must be North Dakota organizations and willing to provide images to be uploaded to the Dakota Mosaic - Digital Horizons internet site or the Chester Fritz Library Digital Collections internet site
- The institution must hold property rights to the items to be digitized and the right to make them available to the public for research
- Copies of items or copies of items purchased from other institutions are not eligible

The following criteria will be used in selection of images to be digitized:

- Descriptive information about the images must be available
- Images must relate to North Dakota or Dakota Territory
- Images should document a wide variety of activities, events, scenes, people, built environment, etc.
- Images must be unique – not already in Digital Horizons database or Chester Fritz Library Digital Collections database
- Images should be of good quality, in focus and with sharp contrast
- Images must have historic significance
- Items can include written documents, sound recordings, moving images, photographic prints, maps, posters, and sheet music

Photocopies of images to be considered for digitization should be accompanied by a description sheet (provided). While 100 items will be digitized from each of the ten organizations selected to participate in the project, it is not necessary to send 100 photocopies with the application. To give an idea of the scope of materials in your collections, please send photocopies of at least 15 examples.

A book or document of 100 pages counts as one item as far as the CONTENTdm software is concerned, not 100 items. Oversize items, film, video, and audiotapes will be brought to the North Dakota Heritage Center for digitization. Institutions will receive copies of these media as well. Each institution should select a few more than 100 items to ensure there are enough.

Applications for participation in the grant must be postmarked no later than April 1, 2010. Ten organizations will be selected to participate and will be notified by May 1, 2010.

To view what is already available on Digital Horizons go to its website at:

<http://digitalhorizonsonline.org>

To view what is available from the 2009 statewide digitization grant go to the Dakota Mosaic at:

<http://digitalhorizonsonline.org/cdm4/browse.php?CISOROOT=%2Fndshs-dm>

To view what is already available at the Chester Fritz Library Digital Collections go to its website at:

<http://www.library.und.edu/digital/index.htm>

Applicant Information

Organization Name

Contact Person

Address

City

Zip

Business Phone

Fax #

E-mail Address

Collection Information

What types of materials are in your collections? (please circle) Please list the amount of your holdings in these categories (i.e. number of items, boxes or shelf feet measurement)

Letters

diaries

photographs

pamphlets

maps

other

Please provide a brief description of some items in your organization's holdings that are unique and historically significant to your region.

Please send applications to:

Ann Jenks
State Archives
State Historical Society of North Dakota
612 E. Boulevard Ave.
Bismarck, ND 58505
ajenks@nd.gov