

In support of the Institute of Museums and Library Services, the Laura Bush 21st Century Librarian Program, Johnson C. Smith University (JCSU), a Historically Black College and University (HBCU) proposes to establish Diversity Archivists Partnership (DAP) with four other HBCUs. To support the Diversity Archivists Partnership, JCSU requests \$249,734 to address the preservation needs at HBCUs by recruiting and training a diverse population of undergraduates to promote diversity within the library science profession. **Statement of Broad Need:** A single archivist with the help of a few volunteers usually manages archives at HBCUs. In spite of their limited space and staffing issues these institutions are often the choice repository for local papers, emerging from their surrounding communities. These staffing deficiencies hinder the opportunity to process, preserve, and digitize collections that are integral to contributing holistically to American history. **Project Design:** DAP, designed as a project grant for three years, is to engage undergraduates from HBCUs through online training, a summer institute and internship activities. We will introduce basic archival and preservation practices and provide hands-on experiences working in archives and libraries at HBCUs. **Project Relevance:** DAP project design is relevant to preserving and providing access to at-risk materials at HBCUs that are not processed, digitized or accessible to the communities in which they serve and the broader scholarly community. DAP will specifically address the IMLS project category of lifelong learning. It is designated as a pre-professional project to develop a diverse workforce of librarians and archivists and a cross-institutional collaboration that will encourage critical thinking, innovation, and communication in the next generation of professionals. The goal of this partnership is to stimulate career interest in the field of library science, archives, and preservation among individuals of diverse cultural and socioeconomic backgrounds, while supporting HBCUs in processing and digitizing at-risk materials. **Project Maturity Phase:** The review of the literature continues to make a case for the need to diversify the LIS profession. HBCU's archives collectively chronicled nearly 300 years of the life experiences of African-Americans, however, there is still a significant amount of records unprocessed. These details allowed JCSU to identify its targeted audience and their needs. DAP seeks to build upon the Council on Library and Information Resources (CLIR), "Cataloging Hidden Special Collections and Archives: Student Engagement"¹ research and JCSU's undergraduate archives internship program by declaring this project as "piloting" which has the potential through partnership for broader impact and to become a model program. **Project Work Plan:** The work plan involves working at five HBCUs to facilitate the selection and training of fifteen undergraduates to participate in the DAP program. The undergraduates will undergo archival training in processing, digitization, preservation, and conservation techniques. The curated course content will be developed by the University Archivist in conjunction with librarians and trained professionals in digitization, preservation and conservation work using online modules and hands-on training during the archives institute. The outcome is a project curriculum for undergraduates to process at-risk materials at their home institutions. Another outcome is a model of how training undergraduates to serve as archives interns, which can be a solution to institutions struggling to process and digitize records. **Curriculum:** The project curriculum will include providing fundamental information about the field of archives and preservation work to include underlying principles and standards. It will also provide training in preservation, GPS mapping, storage of manuscripts and digital items, metadata storage (content DM); public archives storage such as Archives Space, assessment, and the need for transformation of formats and chain of custody. **Broad Impact:** American heritage depends on recruiting and training a new generation of archivists that will continue to understand the value of preserving history in a technology-driven society. This project will benefit small- to medium-sized colleges and universities and heritage organizations struggling to process and digitize collections because of staffing. The project results can share insights on the value of training and hiring undergraduates (paid, unpaid, or receiving independent research credit) to serve as archives interns.

Project Goals and Objectives

Goal 1: To inspire the next generation of undergraduates to become archivists.

¹ <http://www.archivejournal.net/notes/hidden-learning/>

Johnson C. Smith University Diversity Archivists Partnership

Objective 1: Provide students with a learning experience that highlights archival practices and contributions to American history and world history.

Goal 2: To engage undergraduates in archival work at HBCUs in support of processing at-risk materials.

Objective 2: Provide curated online content and hands-on archival training that increases students’ knowledge of how to process, digitize and preserve materials.

Goal 3: To work with each participating institution to explore a collaborative credited or certificate archives and internship program.

Objective 3: Provide a shared online platform of curated course materials in support of establishing an archival curriculum for undergraduates at HBCUs.

Diversity Plan: DAP seeks to have broad participation by recruiting and training undergraduates from ethnically/culturally underrepresented groups to serve as project interns. This population was chosen based on data provided by the American Library Association, the Society of American Archivists’ census report and the Association of Research Libraries reports, and programs implemented to recruit underrepresented racial and ethnic groups into careers in libraries. In order to tell a more inclusive and holistically perspective of American history greater efforts must be made to process materials at HBCUs. DAP’s targeted population are those HBCUs struggling to process and digitize their collections. This was identified through data collected by the HBCU Library Alliance. The uniqueness of DAP will address the need for staffing at HBCUs while exposing a new generation of students to the archives and library profession and the impact primary resources have in documenting and preserving American history. Budget Summary is outlined below.

Budget Summary

Items	Funds Requested
PERSONNEL: <i>Project director</i> (PD), Ms. Monika Rhue will be responsible for managing the entire grant, including budget and all reports. <i>Co-Project Directors</i> will coordinate and manage the curated content, summer institute, and project interns. <i>One JCSU student worker</i> .	PD: \$3,000x3yrs.= \$9,000 Co-PDs: \$3,000x2=\$6,000x3yrs.= \$18,000 Student worker: \$500. Totaling: \$27,500.
Total fringe benefits for personnel	Totaling: \$2,665.
TRAVEL: for PD, Co-PDs, Project Coordinators, and professional trainers.	Estimated airfares, lodging and subsistence: \$20,000
PARTICIPANT SUPPORT: Fifteen (15) Undergraduates, three per school, will be selected and work as project interns.	\$1,500 stipend per project intern in Yr2 and Yr3, respectively - Totaling \$45,000. Travelling costs in Yr2 and Yr3 totaling \$40,000. In total, \$85, 000.
CONTRACTUAL SERVICES (\$56,500):	
<i>Four Project Coordinators</i> at four other HBCUs: select and monitor interns in completing the training modules, participation in the summer institute and completion of processing at least one at-risk materials.	Four coordinators at \$4,000 each in Yr 1 and Yr2, at \$1,000 each in Yr 3, totaling \$36,000.
<i>Four Professionals Trainers:</i> Professional archivists, conservators, digitization specialists, and graduate advisor. <i>One student worker</i> assists with the training.	Archivist-\$2000, Digitization- \$2,000 -Conservator \$3,000. Graduate Advisor - \$3,000. Student Worker - \$1,500, totaling \$11,500.
<i>Consultant:</i> Sandra Phoenix, Executive Director of the HBCU Library Alliance	Consultant fee: \$7,000 plus \$2,000 Travel, totaling \$9,000.
SUPPLIES: Upgrade digital equipment in the Digital Archives Lab at JCSU. Course packages, social media apps for active learning, and archival supplies.	\$15,000
INDIRECT COSTS	Indirect Cost: \$43,069 , an indirect cost rate 35.4% applied to modified total direct costs (\$206,665).
TOTAL PROJECT COSTS	\$249,734