

Planning Collaborative Practices for Archiving Farmworker Communities' Histories

The George A. Smathers Libraries (UF Libraries) at the University of Florida (UF) and the University of Miami Libraries (UM Libraries) in partnership with the Farmworker Association of Florida ([FWAF](#)) and the Rural Women's Health Project ([RWHP](#)) seek \$136,126 for two years to design, plan, and document partnerships between academic libraries and farmworker community-based organizations that will identify collaborative practices and strategies to document the experiences of marginalized, under- and mis-represented communities for national replicability. Activities include: 1) four community events with an oral history acquisition component; 2) presentation of the Farmworkers' Voices Symposium and two Zoom meetings with national and community partner leaders; and 3) a documented plan including topics and content to include in a draft of training modules, a draft of a best practice guide, and project survey instruments and analyses with broad open access distribution to be used during a future implantation phase; and, 4) outreach to other partners for participation during the implementation phase. This planning project supports Goal 2, and aligns with objectives 2.1, 2.2, and 2.3.

Project Justification

The project team proposes to investigate best practices for marginalized communities and academic libraries' partnerships to create safe, collaborative spaces where engaged participants can strategize methods to preserve, organize, and provide access to the physical and electronic materials they produce in an equitable, reciprocal, ethical, and accountable way. This proposal builds on the growing trend of community-driven and post-custodial archiving to increase the representation of minoritized communities. Following the principles and protocols established by the Community Archives Collaborative (Caswell 2021), the project team seeks to work with a large community that has yet to be approached: farmworkers and the institutions that serve them.

The planning project builds on the needs that UF and UM Libraries identified when COVID-19 impacted African American and Hispanic communities, i.e. the majority of essential workers in the US. The UF Libraries' project "[Documenting History: Farmworkers in Florida during COVID-19](#)" ([finding aid](#)) confirms that advocacy efforts for farmworker community-based organizations, especially during the pandemic, have been indispensable to supporting agricultural communities challenged by a system of oppression in which they work and live. Since 2020, these groups have been fundamental in disseminating COVID preventive information, providing tests and vaccines, and organizing food drives. They broadcasted these activities via their social media (see Supportingdoc2, pg. 3); however, this content is ephemeral. These organizations have not developed historical record management systems because their efforts have been directed towards the survival of these vulnerable populations. Community-based organizations and laborers, like other marginalized communities, have and continue to face serious obstacles to document their activities and provide access to their archival materials.

Given the growing trend of increased representation of minoritized communities, this project seeks to investigate questions specifically among farmworkers in Florida, as they are the most underrepresented voices in the [third largest US state](#). It matters significantly to document some of the most under-privileged communities in the US, i.e., farmworkers. But the Library Information Science (LIS) field is in the process of developing best practices for this work. To contribute to archival knowledge, this project seeks to address questions, such as: How can trust between archivists, advocacy groups, and farmworker organizations/constituents be built? How can archivists address constituents' issues of safety and sensitivity? How can strategies to organize, preserve, and make accessible an archive motivate community-based organizations and constituents to document their activities for historical preservation purposes? What are extant strategies that other communities and institutions can follow to develop equitable and fair partnerships between community-based organizations and academic libraries?

Immigrants, both documented and undocumented, make up the majority of workers in agriculture and food production. Although it is difficult to determine the exact number of farmworkers regularly employed in the US, during the COVID crisis, the federal government designated some two million farmworkers as essential workers (Costa 2021). Most are Mexican, Central American, and Haitian as well as low-income, non-English speaking populations who work without benefits (FWAF 2022). Many are seasonal. Some of them are undocumented and, thus, face the fear of

deportation; those who are not, are mostly Black or Brown. These and other factors prevent the capture of historical data.

Because of the prominent role of Florida's agricultural production, farmworkers are essential and yet remain vulnerable. Community-based organizations play vital roles in advocating for their human rights. To adequately cover project target populations in Florida, the team has selected two organizations as partners. The Farmworker Association of Florida (FWAF) serves the broadest constituency through five offices that represent 40 counties from north/central and southern Florida assisting 60,000 workers and their families (FWAF 2019). FWAF's mission is to empower communities "to respond and gain control over the social, political, economic, workplace, health, and environmental justice issues that impact their lives." It does so through a model of grassroots governance, multiracial coalitions, labor organization, and community events that increase consciousness about farmworkers' rights (FWAF 2022). The second partner is the health justice organization, the Rural Women's Health Project (RWHP). It was selected by the team because it represents a vulnerable gender-specific group that is otherwise not singled out for services. RWHP seeks to increase health justice in north Florida through the lived experiences and testimonial stories of farmworkers and their families.

Neither of the partner organizations use sustainable media and activity record management and preservation methods because these activities are not priorities within their missions, as is typical for community-based organizations. FWAF's website includes a series of [video stories](#), and FWAF is active on YouTube, Facebook, Twitter, and Instagram. However, it relies on volunteers to produce social media content at moments of need, and there is no devoted effort to organization, description, and preservation. RWHP has built strong public health programs that center the culture, values, needs, and forms of communication of the target community. For example, it has co-created with its constituent's *fotonovelas*, a popular genre in Latin America very similar to the graphic novel, to communicate public health issues and to empower the community. This strategy has been especially effective because of the familiarity and popularity of this genre in Latin American and Caribbean countries where many farmworkers were born. During COVID, they actively produced infographics, videos, flyers, *radionovelas* (radio soap operas) in Spanish and other indigenous languages. Although RWHP staff has used their website as a preservation, accessible medium to disseminate its work and document its legacy, the website is an unreliable and unstable solution to organizational preservation needs. Both associations are unaware of standard preservation, organization, and description practices that will ensure access to this type of historical content. However, both organization leaders are aware of the value of preserving their stories.

The leadership and membership of community partners will comprise the project's target group, and its initial beneficiaries. UF and UM Libraries and the LIS field in general will benefit directly from the inclusion of stories often excluded or hidden from their archives. Yet the group of beneficiaries will expand once the results of the project are available through open access. The resulting documentation will not only allow the project team to apply for an IMLS National Leadership Grant (NLG), implementation phase, but will set a path forward for similar partnerships in the country. In addition to farmworkers, knowledge about farmworker organizations will benefit essential worker unions, farmers, researchers, faculty, students, and policymakers. The impact of the project ultimately will result in the inclusion of immigrant voices to the historical record and mainstream media.

One major challenge that libraries and archives have faced in documenting marginalized communities is mistrust. This project is founded on new archival practices centering on communities that collaborate with more traditional archives to co-develop new avenues for stewardship. For instance, through the partnership with [Pan Caribbean Sankofa](#), UF LIS specialists initiated this type of practice. Sankofa represents Caribbean people who document their history of living and working in the former Panama Canal Zone. It has developed a sustainable model in which its members produce their own oral histories and collect photos and documents, while UF Libraries' staff preserves and provides digital access. The UF Libraries and Sankofa leaders together deliberately used oral history interviews to establish trust with community members. Donors to the partnership have reported that they decided to contribute other content only after seeing the success of this oral history project and efforts to engage the community through webinars and online exhibits.

UM Libraries' [Haitian Diaspora Oral History Collection](#) and [Caribbean Diaspora Oral History Collection](#) have focused on undocumented and low literacy populations, as well as documenting the intangible aspects of cultures with a strong oral tradition. These two projects sought to fill knowledge gaps about diaspora populations living in South Florida

who are rendered invisible by immigration status, economic marginalization, and negative cultural representations. Similar to the proposed planning project, UM Libraries' [Race, Housing and Displacement Oral History Collection](#) documents the activities of grassroots activists and community organizers in Miami who are challenging contemporary discriminatory development practices. UM Libraries' staff experience in oral histories has crystallized in a set of guidelines for recording oral histories that are now available on the [UML Oral Histories Resources Page](#). The project team will implement these guidelines if this planning project is awarded.

Through their work with minoritized communities, UF and UM Libraries' LIS specialists independently have learned that although grassroots organizations understand the power of documenting all sectors of society through representative archives, their priority is to save people's lives. The result is that LIS specialists have learned to reframe expectations, institutional structures, and workflows that do not align with the priorities of social justice organizations. One specific lesson learned is that trust, respect, and a methodology aligned to the realities and perspectives of vulnerable populations is more important than the quantity of oral histories, or documents that can be captured or produced. The team will expand the lessons learned in Gainesville and Miami to broader regions in Florida and nationally.

The team will analyze other practices of community-driven archival projects such as the Tacoma Public Library's [The Community Archives Center for Tacoma](#), History Colorado's [Stephen H. Hart Research Center's Co-Created Model for Community Collections](#), and the Texas After Violence Project's [Assessing the Affective Impact of Digital Records Creation in Community Archives](#). Like the former, this proposed project seeks to center minoritized communities' priorities, needs, and realities. The proposed paradigm shifts custodianship to shared stewardship through post-custodial archival practice. At the same time, the process proposes the design of protocols to include hidden stories in the historical record while mitigating the risk for the communities. Finally, the project seeks to develop a sustainable and replicable prototype for other archivists and communities to follow but with one specific target in mind: farmworkers. Further, the team will adapt the decolonial approach of the [Mukurtu](#) project and the [Documenting the Now](#) program of Archivists Helping Activists. Like the Mukurtu project, the project team seeks to work with the communities on developing their own way of telling, preserving, describing, and providing access to their stories. The team will use the ethical practices on archiving social media content outlined by Documenting the Now, to ensure the documentation of the discrimination and violence that minoritized communities experience through non-extractive, anti-racist, and safe approaches.

Furthering the scholarship of Florida farmworkers is a vital component of fulfilling the land-grant institution's mission of UF to support agricultural sciences and provide a practical education to the public. It also furthers UM's and UF's missions to include the stories of Florida's minoritized communities in their repositories, which will enrich the knowledge of students, faculty, and other researchers. Through this proposal, LIS specialists and community partners will learn how to work together, build trust, engage the communities, and establish sustainable workflows. Through input from national experts, the team will benefit from knowledge created in other parts of the US. This project will then contribute to a larger body of knowledge on community-driven collections with minoritized communities, specifically those related to farmworkers or immigrants by creating a replicable planning process. Ultimately, the inclusion of farmworkers' voices in the national historical record will result in a better representation and increased respect within the mainstream media and, in turn, in more humane policy towards farmworkers and immigrants.

Project Work Plan

The outcome of this planning project is to design a plan for sustainable archival workflows that mitigate the risk for record creators and users, and that provide democratic, safe, and respectful ways of access. These ideas will be executed during a subsequent implementation phase, if awarded, during which UF and UM LIS specialists will: 1) finalize training materials such as online modules and a best practices guide; 2) train social justice organization leaders to formulate sustainable archival workflows; 3) initiate activities following said workflows; 4) establish two accessible and sustainable digital archival models for similar national initiatives; and 5) extend collaborations to three additional partners.

Outcomes and Deliverables

1. Two national meetings: Virtual meetings with partners, national consultants, and team.
2. Two community events each in Apopka and in Homestead, FL: These will offer opportunities to explain the project, build trust with the community, capture oral histories, and assess the event quality and acquire feedback for designing future events from participant input through surveys/interviews.
3. Monthly site visits to partners: These site visits will offer opportunities to analyze access information about needs, and start brainstorming methods for organizing content.
4. One virtual symposium with team, partners, national consultants, community-based organization representatives, and other LIS professionals: to analyze project results, improve planning materials, and determine priorities for future implementation.
5. Meeting Reports: Notes and summaries of meetings and a Farmworkers' Voices Symposium.
6. Outreach reports: Summaries of efforts to reach out to three grassroots organizations that could be future partners.
7. Report of assessment data analysis: Data will come from community surveys and brief interviews.
8. Oral histories (with transcriptions): Approximately twenty oral histories in Spanish (ten Apopka FWAF, two RWHP, eight Homestead FWAF) to ensure community access, which will be uploaded at UF and UM Libraries archives.
9. Final reports: A documented plan including a draft of training modules, a draft of a best practice guide, and project survey instruments with analyzed results published as open access for broad distribution.

Community Engagement

During the grant period, there will be sustained engagement with two local community partners and with six national consultants. Three national consultants will be LIS specialists who are leaders in community-driven archives; this group includes Dr. Michelle Caswell (Director, [UCLA Community Archives Lab](#)), Nancy Godoy (Director, [ASU Library's Community Driven Archives Initiative](#)), and Dr. Krystal Tribbett (Project Lead, University of California, Irvine's [Community-Centered Archives Practice: Transforming Education, Archives, and Community History](#)). Other consultants will be leaders of community-based organizations related to farmworkers from different regions in the US, including Jessica Culley (General Coordinator, [Comité de Apoyo a Trabajadores Agrícolas](#), New Jersey) and Jessica Maxwell, (Executive Director, [Workers Center of Central New York](#), Syracuse). The team is now considering a leader from the [Alianza Nacional de Campesinas in California](#) or [Community to Community](#) to invite as an additional national consultant. The team, community partners, and national consultants will meet at three occasions (two Zoom meetings and a virtual symposium).

This planning proposal will follow a collaborative model by involving community partners from the inception of the project: soliciting input to this proposal, collaborating on project deliverables, and meeting with their leadership and community to discuss the implementation phase. In other words, the team will meet with the community to investigate its needs and wishes, and together they will co-design planning processes. At the end of the research, the team will send the results to FWAF and RWHP for review and approval. The team will include FWAF and RWHP leaders as co-authors and co-presenters in conferences and publications. In this way, both will benefit not only from the research results, but also from professional development opportunities.

Work Plan

Year One

Project Coordinator (North Florida): The UF team will recruit and hire a project coordinator (see Resumes, pg. 1) who will develop relationships with national consultants and the partner organization leaders. The coordinator will be bilingual in Spanish and English, with multicultural and interpersonal competencies, strong interests in social justice, advocacy, and minority populations. The coordinator will build relationships with community members as a way to become the "on-the-ground" representative of the project.

Monthly Site Visits: The coordinator will meet monthly (either virtually or in person) with FWAF (Apopka, FL) and RWHP leaders (see Supportingdoc1, pg. 2 and pg. 4) to establish a relationship and gain knowledge about community members' lives. Further, the coordinator will immerse themselves in learning about each of the partners' administration, media, convening methods, advocacy processes, and other workflows as a means of building trust and familiarity. The

project coordinator will use site visits to explore needs and wishes related to preserving and providing access to organizational archival materials. Finally, the coordinator will capture oral histories during these visits if opportunities become available.

Planning Meetings with Partner Organization Leaders (three): The coordinator with the team (UF as the lead), will meet at least three times (either virtually or in person) with the partner organization leaders of FWAF and RWHP to develop relationships and gather knowledge about the community and its administration, media, convening methods, advocacy processes, and other workflows as a means of building trust and familiarity, and to organize logistics of community events (see below).

Planning Meeting with National Consultants: The coordinator, FWAF and RWHP leaders, the UF and UM Libraries' team will set up an agenda that includes the project vision, goals, participants, and expected results. Using asset-based community development methods (Montiel-Overall 2015), all participants will share individual profiles including information about their assets regarding knowledge, experience, challenges, and products of their community driven archives and post-custodial initiatives. UF and UM Libraries' team will share planning questions, and seek feedback and additional questions to design data gathering and survey instruments (used at Community Events, see below) based on experiences working with similar populations. National consultants will provide literature references to be used throughout the grant period by team members, community partners and national consultants, increasing their individual knowledge of this scholarly field. A priority will be to revise oral history permission/rights/deeds-of-gift forms (see Supportdoc2, pg. 4, 5) to eliminate extractive practices. Finally, protocols of safety for all oral history participants will be developed and documented. Another priority will be to determine other types of materials that community participants create (original writings, photos, etc.) and whether these are significant and safe to collect for a digital repository.

Community Events (two), Apopka, FL: In conjunction with FWAF's guidance and experience, the team envisions working with the coordinator and FWAF's leaders to recruit 25 to 30 participants (including family members) for each of two events. Participants will be FWAF community leaders (more likely to be documented and less at-risk) such as members of the Board of Directors, delegates, and area organizers. The events will be convened in Spanish. To support members' engagement, FWAF will hire a community member to prepare traditional Mexican food, as is its tradition for events. The coordinator with the partners and the team will design engagement activities for children; and the coordinator will work with FWAF leadership to coordinate logistics, such as rental of supplies like tents, chairs, tables, and more, for accommodating outdoor events.

Each of the two community events will begin with a presentation on the importance of preserving and providing access to the community's stories, i. e., presenters will explain why this project is important for the community, and share examples of how personal stories have been used in advocacy and policy-changing efforts. FWAF and the team envision the presenter to be someone who already works with the organization, such as Robin Lewy who as an RWHP leader has already actively collaborated with FWAF's community in Apopka, and who has specific experiences on the power of storytelling that benefits these minoritized communities. John Diaz (see Supportingdoc1, pg. 5), who as IFAS extension officer and as president of the UF Coalition of Florida Extension Educators for Latino Communities (CAFÉ Latino) has experience working with farmworker community-based organizations, and will share his views of "why saving flyers, photos, videos is important." FWAF leaders specifically requested that the team explain how the stories of César Chávez, Dolores Huerta, and the United Farm Workers (UFW) are overrepresented because these stories are among the few that are accessible, while those of FWAF are not. It should be noted that FWAF's community is aware that UFW are part of the US historical record and have been used broadly in the media. During this first event (March 2023), the team will read and/or play previously recorded FWAF oral histories produced by UF's Samuel Proctor Oral History in 2018 and preserved at the University of Florida Digital Libraries. In addition, the project coordinator or a team member will explain the basic principles of archiving using family archives as an example. The team will invite 10 community members to record their oral histories during this first event, and will compensate each with \$30 dollars gift cards. The project coordinator will be in charge of coordinating the recordings and of collecting the appropriate rights statements.

The second community event (July 2023) will follow a similar format, but plans are to read or play the oral histories produced during the first event to encourage other participants to record their stories. Interviewed participants will again be compensated with \$30 dollars gift cards. During both events, the team will conduct personal interviews and

illicit responses to written questionnaires (in Spanish) to assess the needs and wishes of the community on creating and providing access to their own archive materials. For example, the team seeks to find out the answer to questions, such as: 1) What types of content do FWF and its community produce and acquire? 2) What type of content is safe and important to share and why? 3) What is the best way for the team to share content with the community? And, 4) How do participants prefer to share content on social media? By August 2023, through guidance from RWHP, we will also provide community oral histories participants the following: a thumbdrive and hardcopies of their interview—its transcription, event photos, and a thank you letter for their participation, in Spanish.

Planning for Digital Preservation, Accessibility, and Dissemination of Oral Histories: The coordinator and the team will determine a process for assessing oral histories vis-à-vis permissions, safety of content, and other factors. Then, they will hold discussions with UF and UM Libraries' digital repositories personnel to determine technical workflows for uploading interview recordings at UF Digital Collections and UM Digital Collections. The team expects interviews to fall into at least two categories: safe for open access or private for inclusion in UF and UM Libraries' dark archives, which are inaccessible to the public but, serve as a reliable preservation method. If archival materials from participants are contributed, the team will follow guidelines developed during the national meeting with consultants, community leaders, and the team to organize, describe, and provide access.

Assessing Events: The team (with leadership from UM Libraries) and the project coordinator will first, develop assessment tools (a written survey and a questionnaire for in-person interviews) whose content will be a result of decisions made during the national meeting. These data-gathering instruments will be used during the community events. Second, the coordinator and the principal investigator (PI), co-PIs and Kineret Ben-Knaan will analyze the resulting data. The coordinator will work with these team members to code qualitative data so that it can be used for analysis, and to develop conclusions that contribute to best practices in subsequent project products including trainings and best practice guides.

Post-event Processing for (two) Community Events: After each of the Apopka events, the coordinator will work with UF and UM Libraries' digital repositories personnel to upload the interviews to their dark archives. The transcription vendor will use these links to work remotely in the transcription of oral histories in Spanish. The coordinator will work with the vendor (see Supportingdoc2, pg. 6) and will review the transcriptions for quality control. FWF and RWHP leaders and the specific interviewees will review and approve the sharing of selected oral histories. After these approvals, the team will implement the protocols of safety developed during the first planning meeting with national consultants. Then, selected interviews will be made accessible through the UF Digital Collections and the UM Digital collections, based on permissions, and those that are not appropriate to share will remain in the dark archives at UM and UF Libraries.

An important part of the process will be the description of content. The coordinator and team (with leadership from Angelibel Soto) will work with the community to ensure that descriptive terms reflect the way the community identifies itself and that, unlike many of the Library of Congress terms, respect the dignity and humanity of farmworkers and immigrants (Bagué 2022). Second, the team will make sure that bilingual access points to the collection are created following the standards of the [National Agricultural Library \(NAL\)](#) published Spanish-language versions of its Thesaurus (NALT) and Glossary to increase Spanish language access to agricultural information. The project will use these metadata standards and work with the community to ensure representation and access.

Outreach to Future Partners for Implementation Phase: One of the outcomes of the UF Libraries' project "[Documenting History: Farmworkers in Florida during COVID-19](#)" was the creation of a database of community-based organizations' websites and social media outlets (see Supportingdoc2, pg. 3). During year one, the project coordinator will identify three organizations from the database and will reach out to develop relationships, share information about the current planning project, and to invite for participation during the implementation phase. Criteria for identifying future partners will be determined by the team and with guidance from community partners. This may include the quality of organizations' advocacy programs and media impact, feasibility, and degree of receptiveness.

Year Two

Project Coordinator (South Florida): Through a subaward for the UM Libraries (see Supportingdoc1, pg. 1), UM will recruit and hire the project coordinator (see Resumes, pg. 3) for year two. The team is unsure as to whether the year one coordinator can continue in year two when work takes place in South Florida. At this time, UM Libraries will take the lead of the project with guidance from the UF team.

Monthly Site Visits: The coordinator will meet monthly (either virtually or in person) with FWAF (Homestead, FL) and RWHP leaders to establish relationships and gain knowledge about community members' lives. (See Year One Work Plan description).

Planning Meetings with Partner Organization Leaders: The coordinator with the team (UM as the lead), will meet three times (either virtually or in person) with the partner organization leaders of FWAF and RWHP. (See Year One Work Plan description).

Planning Meeting with National Consultants: The coordinator, FWAF and RWHP leaders, and the UF and UM team will report about activities, recorded and transcribed oral histories, and assessment results from year one. Beyond this, the agenda will include lessons learned, challenges to strategize, planning actions to overcome obstacles, and review and suggest improvements of: assessment tools, processes to capture, describe, and provide access to oral histories, and protocols for safety. Participants will prioritize the Farmworkers' Voices Symposium agenda, presentations, small group discussions, and a conclusion, as well as the creation of a promotion plan to attract nation-wide participation.

Community Events (two), Homestead, FL: In conjunction with FWAF's guidance and experience, the team envisions working with the coordinator and FWAF's leaders to recruit 25 to 30 participants (including family members) for each of two events. Lessons learned from year one, from national meeting discussions, and site visits with community partners, will inform changes to improve these events, oral history interviews, and survey instruments. (See Year One Work Plan description).

Post-event Processing for (two) Community Events: After each of the Homestead, FL events, the coordinator will work with UF and UM Libraries' digital repositories personnel to upload the interviews to their dark archives. (See Year One Work Plan description).

Digital Preservation, Accessibility, and Dissemination of Oral Histories and Assessing Event Results: These processes will be implemented as planned in year one, with improvements discerned during the national planning meeting and discussions with community partners, and especially with the UF Libraries and UM Libraries digital repositories staff.

Outreach to Future Partners for Implementation Phase: In year two, the project coordinator will reach out to the three organizations identified in year one to determine interest in initiating planning conversation and future participation in the implementation phase of the project.

Farmworker' Voices Symposium: The coordinator and the team will organize a final virtual symposium hosted by UF. The coordinator and team will invite: community partners, national consultants, other library personnel from UF and UM specifically, community-based organization representatives, and other academic librarians who are interested in documenting minoritized communities, such as the fellows of the Rare Book School/The Andrew W. Mellon Foundation for Diversity, Inclusion and Cultural Heritage (of which the PI is a member). Additionally, the coordinator, team, partners, and national consultants will invite representatives from the Florida community-based organizations that will be new partners in the implementation phase.

During the symposium, the team will present the results from summaries of two national meetings, four community events, site visits, and the oral history recording, transcription, and uploading processes, as well as analyses of qualitative data obtained from community event participants. Based on this collective data, the team and the symposium participants will convene in small groups with representation from those who have participated in the planning process to-date. Small group discussions (using Twine software embedded in Zoom for convening) will be used to brainstorm and prioritize future activities with a focus on: best practices for working with minoritized communities, lessons learned from this project combined with other national initiatives, recommendations for training module topics and guidelines content. The discussion will result in planning actions to be completed during the implementation phase, should this future proposal be awarded.

Preparation of Final Project Documents: After the Symposium, the team will incorporate the data with the input received to produce a final report, a documented plan, and drafts of training modules and best practice guide. These documents will include the survey mechanisms to execute during the implementation phase. Planning documents will be uploaded into UF's and UM's Institutional Repositories for open access dissemination

Research Design and Facilitation

The team designed this proposal through close collaboration with leaders of FWAF and RWHP, centering their concerns and needs and those of their communities. For example, FWAF leadership indicated the desire to capture oral histories and to organize community events as a way to build trust. They have specified that the community is not versed in the use of Zoom, thus, oral histories must be acquired in person. They have explained that the community is familiar with being compensated for participating in research projects through gift card incentives. They have advised that the community finds the term “Latinx” offensive and instead uses “Hispanic” as an identifier. Most importantly, they have indicated that the community is mostly Spanish-speaking, thus the team plans to hire a bilingual project coordinator and to expect to work in Spanish with the community. RWHP has confirmed the need to compensate interviewees. More importantly, RWHP has indicated that to obtain buy-in from the community, the team should provide to each interviewee a copy of their oral history and a transcript, which will become heirlooms for their families. It has also indicated that the sharing of the resulting archive should take the form of oral readings in community events, following traditional communication modes. These specifications validate the sincere collaboration of the team with its community partners and their constituents.

The inclusion of six national consultants from the LIS field and community-based organizations confirms the team’s commitment to developing a plan that is grounded in best practices based on local community preferences combined with the knowledge and resources of those researching national perspectives. Because of this combination of expertise and resources, the proposed plan can be expected to offer contemporary recommendations for how to do this type of work.

Diversity Plan

The project’s diversity is its greatest strength, but also its greatest challenge. Through intentional design of this planning project, the team, its partners and consultants are and will continue to learn how to work, center, and empower minoritized communities.

The primary participants in this project are 1) community partners 2) national consultants 3) UF and UM Libraries’ teams, and 4) an UF Institute of Food and Agricultural Sciences (IFAS) academic representing UF to agricultural communities of Florida (John Diaz). Community partners are FWAF and RWHP. Fifty percent of FWAF’s staff were or come from farmworker families and consider themselves Hispanic. Its leadership comes from its constituent base. Each office maintains a group of volunteers that manages its own local leadership committee. These local leaders elect representatives that will comprise the Board of Directors’ membership. Thus, unlike other boards, this board is internally representative (FWAF Bylaws 2019). Because partnering organizations’ decisions are based on universal consensus, it is necessary to obtain total buy-in for the proposed project to succeed. This planning project proposes to work first with the leadership and staff from Apopka (FWAF’s headquarters), Homestead, and the RWHP, not only due to safety concerns but also as a way to ensure buy-in. During the implementation phase, if this future IMLS NLG proposal is awarded, the team will work directly with farmworkers if seen appropriate and safe. The national consultants, the team from UF and UM Libraries, and the IFAS representative include multifocal perspectives that address the needs of communities through diverse racial, ethnic, cultural, and socioeconomic backgrounds.

Project Results

The project results will be disseminated at relevant LIS, GLAM (Galleries, libraries, archives, and museums), Latin American Studies and Latinx conferences and publications, such as: the American Library Association (ALA), the Association of College & Research Libraries (ACRL), ACRL Rare Books and Manuscripts Section (RBMS), the Society of American Archivists (SAA), Seminar on the Acquisition of Latin American Library Materials (SALALM), the Latin American Studies Association (LASA), and Latin@s in Heritage Conservation (LCH).

Based on the results from the planning project, the team will design an IMLS NLG implementation grant proposal. The process to capture, preserve, and provide access to oral histories and their accompanying transcriptions will inform the design of safe, dignified, and sensitive ways of working with the greater farmworker community. The resulting documentation and safety protocols will serve as a national prototype for the planning of partnerships between other academic libraries and community-based organizations. The creation of the Farmworkers’ Voices Archive

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can empower these organizations to document and preserve the experiences of their members. Hence, their stories will be included in the historical record. The inclusion of the voices of groups that are missing and, at times, overtly suppressed in the LIS field, specifically in academic libraries, can provide a more holistic perspective to social justice transformation efforts that challenge racial and economic inequality. COVID and the movement Black Lives Matter have brought to the forefront renewed national interest in remedying disparities among underrepresented groups living in US society. Libraries can make a difference in improving the lives of the people whose representation is absent from the library world and, as a consequence, the mainstream media. Knowledge about US farmworkers and immigrants can shed light on the complexity of US history and society; it can lead to increased understanding and appreciation of workers who are in the field growing the food consumed by the nation. In turn, this can lead to a more just society.

University of Florida Libraries Project Team Members

Margarita Vargas-Betancourt, PhD, Latin American and Caribbean Special Collections Librarian, member of the 2020-2023 The Andrew W. Mellon and Rare Book School Fellowship for Diversity, Inclusion, and Cultural Heritage. Brings academic and archival experience in the decolonization of special collections and the empowerment of Latinx students and co-workers. **Role:** PI, will coordinate and supervise all of the aspects related to the project, including supervising the project coordinator, overseeing communication with community partners, and national consultants, ensuring the success of the goals proposed.

John Nemmers, Special Collections Program Director and Curator of the Panama Canal Museum Collection. Has successfully coordinated the community-driven initiative [UF Pan Caribbean Sankofa Oral History Project](#). **Role:** Co-PI, will support the PI and co-PIs in execution of all aspects of the project ensuring collaborative engagement practices.

James Cusick, PhD, Curator of the P.K. Yonge Library of Florida History. Brings knowledge of Florida history and of archiving and providing access to Florida stories. **Role:** Co-PI, will support the PI and co-PIs in execution of all aspects of the project, ensuring the value of project products for contributions to the historical record of Florida.

Suzanne Stapleton, Agricultural Sciences and Digital Scholarship Librarian now serving as president elect (2021-2022) of US Agricultural Information Network. Brings knowledge and experience working in Florida agriculture as a UF/Institute of Food and Agricultural Sciences Extension agent and as a librarian, conducting oral histories, and leading digital scholarship initiatives. **Role:** Co-PI, will contribute expertise in agricultural systems to ensure relevant context is provided in transcriptions, translations, and metadata; provide outreach of project for potential implementation by national agricultural information community through two national associations of agricultural librarians and liaise with USDA National Agricultural Library to provide greater awareness of project and a potential secondary archiving and preservation site.

Angelibel Soto, Bilingual Metadata Specialist, founded and leads UFs bilingual metadata (Spanish/English) working group. **Role:** Project team member, advisor, and planner will develop and execute plans for bilingual metadata for materials generated by the project.

John M. Diaz, PhD, Assistant Professor and Extension Specialist, President of the Coalition of Florida Extension Educators for Latino Communities (CAFÉ Latino), and Director of the Alliance for Inclusion, Diversity, and Equity. Brings expertise and knowledge on program evaluation, community development, local resilience, local food systems, and multicultural communication. **Role:** Project team member, advisor, and communication and instruction planning expert.

University of Miami Libraries Project Team Members

Beatrice Skokan, Head of Manuscripts and Archives Management. Brings over a decade of experience working with grassroots organizations to preserve their archives and make them accessible not only to the University but also to a wider community of users in a manner that is respectful and sensitive to the complexities of the lives of vulnerable populations. **Role:** Co-PI, will hire and co-supervise (with PI) the coordinator in year two; advise on the use of oral history

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as a method of including the voices of marginalized communities to share their perspectives and contributions to civic life; and, will work with the project coordinator and the UF/UM Libraries team to coordinate the events that will take place in Homestead.

Kineret Ben-Knaan, Research and Assessment Librarian and Subject Liaison for Judaic Studies. Brings expertise on the development of an assessment program and data-driven assessment activities. **Role:** Project team member, advisor and will coordinate the design of assessment tools, assessment processes, and will provide guidance on interpreting the generated data.

Nat Phensiriphand, Audio/Video Media Manager. Brings expertise in audio and video editing, along with outlining, transcribing, and captioning A/V materials. **Role:** Project team member, will coordinate in the design of A/V standards and processes to ensure that the project meets the requisites for upload to our digital repositories.

Project Partner Personnel

Nezahualcoyotl Xiuhtecutli, General Coordinator/Executive Director of the Farmworker Association of Florida (FWAF). Brings his expertise on designing academic collaborations between FWAF and academic institutions, knowledge of FWAF's field operations, experience on working with the target community, and expertise on the dissemination of research results. **Role:** Community Partner, will work with the UF and UM Libraries' team on the planning for an archive that documents FWAF's activities and impact, on the sponsorship of community educational events, on the organization of oral histories, and will participate in the project's meetings and symposium.

Robin Lewy, Director of Programming at the Rural Women's Health Project. Brings her training, curriculum development, and programming community initiatives, coordination of testimonial media projects, and her experience working in health justice in Central America and the Southeastern United States for the past 30 years. **Role:** Community Partner, will work with the UF and UM Libraries' team on the planning for an archive that documents RWHP's activities and impact, participate in the project's meetings, and symposium, and on the organization of oral histories.

National Consultants

Michelle Caswell, PhD, Associate Professor of Archival Studies at the University of California, Los Angeles and Director of the UCLA Community Archives Lab. Brings her research on archives, memory, public history, and social justice as well as her experience with community-driven archives. **Role:** National Consultant, will participate in analysis of project results, symposium, and project dissemination.

Nancy Godoy, Director of the Mellon-funded Arizona State University Library's Community Driven Archives Initiative. Brings expertise in documenting the Chicano experience in Arizona and in working with Chicano LGBTQW communities to document their stories. **Role:** National Consultant, will participate in analysis of project results, symposium, and project dissemination.

Krystal Tribbett, PhD, Project Lead of the University of California, Irvine's Community-Centered Archives Practice: Transforming Education, Archives, and Community History. Brings experience on the creation, preservation, and accessibility of histories underrepresented, misrepresented or absent from dominant narratives. **Role:** National Consultant, will participate in analysis of project results, symposium, and project dissemination.

Jessica Culley, General Coordinator, Comité de Apoyo a Trabajadores Agrícolas, New Jersey. Brings experience on advocating for workers' rights, organizing immigrant communities, and food justice. **Role:** National Consultant, will participate in analysis of project results, symposium, and project dissemination.

Jessica Maxwell, Executive Director of Workers Center of Central New York, Syracuse. Brings experience in advocating for worker's rights, especially farmworkers. **Role:** National Consultant.

Digital Products Plan

This Digital Products Plan provides a description and explanation of the availability, access, and sustainability for each type of digital product created during this project. The types of digital products created will include oral history recordings, transcriptions and translations, photographs, and project reports. Both UF and UM Libraries personnel bring a wealth of experience in conducting, preserving, and sharing oral histories. At UF, the [Samuel Proctor Oral History Program Digital Collection](#) resides within the Libraries' University of Florida Digital Collection (UFDC), hosting 3,600 interviews available online. It is one of the largest oral history archives in the South. This collection includes major holdings of interviews with marginalized people, such as Native Peoples of the Americas. Development and inclusion of bilingual metadata is an on-going focus for enhanced accessibility of items in UFDC. The [University of Miami Libraries Oral Histories](#) includes 12 collections, several that address sensitive issues experienced acutely by marginalized people (e.g. Human Rights Oral History Project, Race, Housing and Displacement Oral History Collection). Both institutions create online exhibits to provide context and easy access to their digital collections.

Type: Oral Histories Recordings, Transcriptions, Translations. Twenty 60-min oral histories will be recorded with Zoom handheld recorders recording in WAV file or DSLR cameras recording AVI/MP4 or a Marantz professional digital audio recorder for audio only (model number PMD660). Transcriptions in Spanish will be sent to a vendor that has previously transcribed oral histories done with FWAFF members. Transcriptions in English will be produced using computer software such as Kaltura as a Word or RTF file and then edited by the project coordinator. If time allows, the project coordinator will translate the Spanish transcriptions into English. Final transcriptions and translations will be converted from Word or RTF format into PDF format for archival purposes.

Availability: The video and audio recordings, final transcriptions and translations will be preserved at the UF Libraries and made available through UFDC and at the UM Libraries Digital Collections as the Farmworkers' Voices Archive. Bilingual metadata will enhance availability to non-native English patrons. UF LIS specialists will use the same standards used in hosting at UFDC the Samuel Proctor Oral History Collection. The Bilingual Metadata Specialist will coordinate the creation of bilingual metadata for the oral histories, something that has already been achieved for the 39 oral histories in Spanish and the eight bilingual Spanish/English collections in the UFDC.

Access: The Intellectual Property Rights of the interviewees ("narrators") will be honored. To participate, narrators will sign a Deed of Gift (Spanish version), indicating their agreement to donate the products of their interview to UF. In recognition of the potential sensitivity of the information, for instance related to legal status, the project team agrees to protect the products until such time as the narrator agrees to release them for public access. Written explanation of this timeframe and the acceptable re-use permissions will be obtained and filed with Project Records.

Sustainability: Recordings, transcriptions and translations will be permanently preserved in a dual-system used for all material in UFDC. In this preservation system, file types are updated. Off-site copies of files are maintained. Back-up of the UFDC interface occurs daily. These materials will be preserved in the UM Libraries IR.

Type: Photographs of project participants may be included. Photographs will be taken with Canon DSLR cameras at 600 dpi.

Availability: Photographs will be preserved at the UF Libraries and made available through [UFDC](#) and [UM Digital Libraries Digital Collections](#). If requested, copies of the photographs will be provided to the participants in print or digital form. Bilingual metadata to describe each photograph will enhance discovery by non-native English patrons.

Access: The Intellectual Property Rights of the interviewees ("narrators") will be honored. To participate, narrators will sign a Deed of Gift (Spanish version), indicating their agreement to donate the products of their interview, including photographs, to UF. In recognition of the potential sensitivity of the information, for instance related to legal status, the project team agrees to protect the products until such time as the narrator agrees to release for public access. Written explanation of this timeframe and the acceptable re-use permissions will be obtained and filed with Project Records.

Sustainability: Photographs will be permanently preserved in a dual-system used for all material in UFDC. In this preservation system, file types are updated. Off-site copies of files are maintained. Back-up of the UFDC interface occurs daily.

Type: Project Records include Project Report and digital formats of permission and agreement forms. Project Report will be converted from a text file to PDF format and will not contain names and signatures of participating narrators.

Availability: A project report that protects the identities of participating narrators will be made available through UFDC and UM Libraries Digital Collections. Any digital forms used for permission and agreement such as Deed of Gift and instructions for duration of restricted access will be securely maintained at the UF Libraries and UM Libraries Digital Collections and not made available to the public.

Access: An anonymized project report will be made available through UFDC and UM Libraries Digital Collections. All records with identifying information of participants will not be accessible. These records will be preserved at UF Libraries and UM Libraries Digital Collections.

Sustainability: Project Records will be permanently preserved in a dual-system used for all material in UFDC. In this preservation system, file types are updated. Off-site copies of files are maintained. Back-up of the UFDC interface occurs daily.

Organizational Profile

A. Organizational Description

The University of Florida (UF), Florida's Preeminent Research University designated by the Florida Legislature (2013) is located in Gainesville, Florida and was established in 1905 serving 102 students. It is the oldest and most comprehensive university in the state of Florida. In 2022, UF enrollment is [52,407 students](#) (including: 52.1% White, 22.3% Hispanic/Latino, 9.2% Black, 5.8 % Asian, 4% multi-ethnic, with 6.6% international/Native Hawaiian, Pacific Islander, American Indian or Alaska Native) with 8.3% undocumented nonresidents in 2020). Students are served by more than 200 research, service and education centers, institutes, bureaus, plus 16 colleges, including the Center for Latin American Studies, the first such research center in the US ([1930](#)). UF recently ranked [first](#) nationally, among members of the Association of America Universities for the number of master degrees awarded to Hispanic students.

As a land, sea and space-grant institution UF offers close to 100 undergraduate degree programs and more than 200 graduate degree programs. Dedicated to serving the interests of society, UF achieves its public sector goals through 1) world-class venues, including the Florida Museum of Natural History, Harn Museum of Art, and Phillips Center for the Performing Arts; 2) UF's Cooperative Extension [Offices](#) in each of Florida's 67 counties and 13 Institute of Food & Agricultural Sciences Research and Education Centers throughout the state; 3) UF's Health Science Center services as the major referral center for patients in the southeastern US; and 4) public radio and television stations reaching audiences from Jacksonville to Tampa and throughout North Central Florida. UF's fully online undergraduate degree program ([UF Online](#)) was initiated in January 2014, receiving the top ranking for its online bachelor's program in the US, in [2022](#).

The [George A. Smathers Libraries](#) (Libraries), established in 1905 in Gainesville, Florida, form the largest public library service and information resource system in the state of Florida serving over 4.5 million onsite visitors annually, with more than 6.27 million volumes, 1.5 million e-books, 178,502 full-text electronic journals, and 1,089 electronic databases. In terms of digital content, the UF Digital Collections hosts [465](#) collections totaling [15.5](#) million pages. The Libraries' mission is to partner with UF faculty, students and staff, as well as the University's collaborators and constituents, to facilitate knowledge creation that contributes to UF's standing as a preeminent public research university. The Libraries encourage creativity and inquiry necessary to support the University's global ambitions and play an important role in attracting and retaining top students, faculty and staff. The Libraries include seven facilities: Humanities and Social Sciences Library (Library West), Smathers Library (Map Library, Special Collections and Area Studies, Latin American Collection, Price Library of Judaica, Baldwin Library of Historical Children's Literature), Marston Science Library, Architecture and Fine Arts Library, Education Library, Health Science Center Libraries, Borland Library (Jacksonville), and the Lawton Chiles Legal Information Center. The Libraries' community includes some [31,500](#) UF employees.

The organizational unit proposing this project is the Department of Special & Area Studies Collections (SASC). It houses rare print, map, and manuscript materials and maps, together with extensive collections supporting the university's Centers for Latin American Studies, African Studies, and Jewish Studies. With 33 faculty and staff, and a dozen areas of concentration and collection strength, the department serves a wide variety of academic disciplines across the humanities, social sciences, agricultural sciences, arts, and professions, fostering UF's strong commitment to building and maintaining diverse global heritage resources. A number of interconnected collections cover the history of Florida, including its diverse population, economic history, and labor and social issues. At the core of these is the P.K. Yonge Library of Florida History, which encompasses some 33,000 books dating from the sixteenth century to current publications, along with 2,500 historic maps, and brochures, postcards, and promotional materials exceeding 35,000 pieces. The Latin American and the Caribbean Collection (LACC) faculty and staff within SASC will lead the project. LACC contains approximately 500,000 volumes, 1,000 serials, 50,000 microforms, along with thousands of digital resources supporting research foci at the UF Center for Latin American Studies, and in Latino/a/x studies at UF. It is a major contributor to UF's Digital Library of the Caribbean and one of the leading collections of its type in the United States.