



NATIONAL ENDOWMENT FOR THE

Humanities

DIVISION OF PRESERVATION AND ACCESS

Narrative Section of a Successful Application

The attached document contains the grant narrative 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 NEH Division of Preservation and Access application guidelines at <http://www.neh.gov/divisions/preservation> for instructions. Applicants are also strongly encouraged to consult with the NEH Division of Preservation and Access staff well before a grant deadline.

Note: The attachment only contains the grant narrative, 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: Nevada National Digital Newspaper Project

Institution: University of Nevada, Las Vegas

Project Director: Jason Vaughan

Grant Program: National Digital Newspaper Program

History and Scope of Project

Notable Historic Events in Nevada (1836-1922)

Nevada's history from its earliest settlements, territorial establishment and statehood, until 1922, encompasses in that relatively brief period a microcosm of the history of the modern American west. Nevada found itself at a crossroads of national and regional developments. While awash with gold, silver, and other minerals, it took the emergence of a national system of transportation and national markets to capitalize those ore deposits, and by so doing vitalize what was an arid and sparsely populated region. It was a short six years from Nevada's beginnings in the great Comstock strikes in 1858 to statehood in 1864, in the midst of the Civil War and Abraham Lincoln's re-election. Nevada's early history was dominated by the two western boom industries, mining and railroads, and its people and their communities reflected the dynamic forces that these large-scale economic forces unleashed in a sparsely inhabited and mostly inhospitable natural environment. There was more than just digging ore from the ground or laying track across the desert, there were national financial empires, and vast personal fortunes being built within the new expanding continental American and international economy. From San Francisco, the financial capital of the New West to the financiers on Wall Street, the booms and bust of Nevada had national consequences, as railroad and mining stocks flew like clouds of paper across the financial markets, and silver became the banner of western political populism.

The social dimensions of boom towns created remarkably dynamic and diverse communities whose accelerated life spans created a remarkably mobile, fluid and entrepreneurial climate, violent at times, transient but at the same time remarkably persistent and persevering. This was the raw stuff of the American West, that peculiarly American frontier melting pot. Nevada saw in some sense the last manifestation of the western frontier, the last gold and silver bonanzas in the United States. But these rough communities had women, Native Americans, Chinese, blacks, Mexicans, northern Europeans, lawyers, miners from California, Alaska, Colorado, northern Minnesota and Michigan, bankers, engineers, bar keepers, gamblers, gun-slingers, prostitutes, and countless innocent young men and women looking for the opportunity of a lifetime. And in all these towns and communities there were newspaper men, editors publishers, journalists, would-be novelists, men and women who captured what they saw of the life around them in that rich, earthy, western journalism that added a unique spice to American literature and literary life. It was as a journalist with the *Virginia City Territorial Enterprise* that Mark Twain honed his literary skills and tuned his ear to the cacophony of tongues in these bustling boomtowns, developing, as he wrote, that unique American voice exemplified in his personal western chronicle, *Roughing It*.

There were others, like Dan de Quille, who recorded and preserved the history and flavor of the Nevada boom town, recorded in the countless small newspapers that proliferated in every mining and railroad camp, town and district. Nevada fed the nation's hunger for western stories through its newspapers. This story of Nevada's boom, self-consciously promoted by stock brokers and speculators of all types, was carried in Nevada's newspapers. In 1858, at the tail end of the California gold rush, a few lucky California prospectors discovered in the Virginia range northeast of Carson City, what was to be one of the richest ledges of silver and gold-bearing ore in North America, the Comstock Lode, named after Henry Paige Comstock, who had nothing to do with the discovery but who claimed rights in the land in which the discoveries were made. Immediately claims were staked and new towns sprung up on the mountainsides, the most important being Virginia City (where the Cartrights went to town on the popular TV series *Bonanza*), and a whole new population rushed in: entrepreneurs, prospectors,

speculators, miners, engineers, surveyors, laborers, camp followers, saloon keepers and others who provide the various needs of a booming mining town. The best account of this era of Nevada history, *History of the Big Bonanza*, was written by a local journalist for the *Territorial Enterprise*, Dan De Quille.

Across the boundary from California, and therefore removed from its jurisdiction, and far from the capital of the Utah Territory, these settlers brought with them an independent, free-soil, free-labor attitude which made them unsympathetic to the Mormon leadership of Utah. They soon petitioned for their own territorial status, and in 1861, having the advantage of a US Congress free from southern pro-slavery interests, were able to establish the free soil Nevada Territory. Later, again benefitting from the peculiar politics of the Civil War and Lincoln's re-election in 1864, Nevada's statehood was hurried through Congress to assure Lincoln and the Republicans of additional electoral votes.

As the Comstock was mined and tunneled, and mining technology subsequently advanced, more ore deposits in the eastern and far southern part of the state were discovered, which resulted in more immigration, new boom towns, and the state boundaries being moved 1 degree of longitude to the east (at the expense of the Utah Territory) and 2 degrees of latitude to the south (at the expense of the Arizona Territory), allowing Nevada to incorporate the new mining districts in those regions. Parallel (both literally and figuratively) with the mining boom in Nevada was the boom brought on by the national transcontinental railroads, with their various local branches and subsidiary lines and companies. The original Pacific Railway surveys pre-dated the Comstock strikes: the expedition on the 38th, then the 41st parallel in 1853-4 followed the Humboldt River across the Great Basin to the Sierra Nevadas. After the war this was to become the route of the Central Pacific Railroad, which reached the Truckee Meadow in 1868, and in May of that year a new town, named after Union General Jesse Reno, was laid out at the spot where the east-west immigrant trail crossed the Truckee River. The new town lots were quickly sold at auction, and the town quickly grew into a major distribution depot for local mining, timber and agriculture. Reno boomed immediately, offering all the typical scenes of the Wild West. With its rail connections to San Francisco and the east, it soon acquired a cultured and urbane aspect. Because of its economic diversity as an important rail, freight and distribution entrepot, it continued to grow even during the mining recession. Reno was throughout this period the urban and cultural center of Nevada, and its newspapers the most influential in the state. In 1859 the golden spike was driven at Promontory Utah, marking the completion of the first transcontinental railroad. It was not the last to cross Nevada. After the town of Reno boomed, other railroad towns like Elko and Winnemucca grew up as the tracks were laid eastward, with lines connecting to the mining towns of Virginia City, Eureka, and Austin. However, Nevada was not all mining and railroads: its open expanses and its river valleys attracted ranchers and farmers. Land and water policies would be persistent issues in Nevada to this day, as various land use practices and those who profited from them competed for limited natural resources, and political protection for their often conflicting rights.

The period between 1880 and 1900 were hard years for all the inland far western states, despite the new mining bonanzas in Montana, North Dakota, and Colorado. In Nevada, the Comstock Lode had played out. A series of financial crises fueled in part by over speculation in mining and railroad stocks, and in part by the influx of bullion, especially silver, rocked the nation's financial institutions. In 1873 a financial panic in Vienna caused European investors to unload American stocks and bonds. Jay Cooke and Company, one of the largest investment banking firms in the US, went bankrupt, precipitating a domino-effect collapse of the stock market and panic in American banking, and ushering in a six-year recession. In 1875 a fire destroyed Virginia City, and in 1876 a financial panic in San Francisco brought down the Bank of California. The turmoil and retrenchment in the nation's capital markets and industries in the 1890's also precipitated intense labor unrest across the country which frequently

erupted into violence: in the steel mills in Pittsburgh, silver mines in Colorado, and on railroads throughout the country. In 1893 the stock market again collapsed, and with it the price of silver. With the collapse of mining, railroads, and agricultural prices, Nevada went into a severe depression and its population began to decline. In 1900 a series of fortuitous events both local and national restored Nevada's fortunes, ushering in a second wave of boom. Copper magnate and US Senator William Clark of Montana purchased the Los Angeles Terminal Railroad and chartered the San Pedro, Los Angeles, and Salt Lake Railroad to connect Los Angeles to Salt Lake, crossing southern Nevada. Also in that year Jim Butler discovered silver in Tonopah, Nevada. The great railroad baron of the Southern Pacific Railroad, Chris Huntington, died, leaving his far-flung railroad empire up for grabs, including the Central Pacific lines he had rebuilt in northern Nevada. Events moved quickly. After the silver strike in Tonopah, rich gold deposits were uncovered in neighboring Goldfield in 1902, and soon after that in the Bullfrog district, setting off the last great gold rush in United States history. Suddenly Goldfield and Tonopah were at the center of the new mining boom, priming anew the financial markets in San Francisco and New York. In April 1904, *The Goldfield News* proclaimed that Goldfield was "the greatest camp ever known." That spring there was a mining stampede and 10,000 inhabitants moved into the district. To keep pace with the burgeoning population, rooming houses, shops, and saloons were thrown up almost overnight. Brokerage and mining offices, a delivery system, electrical lines, assay and survey offices, and the John S. Cook & Company Bank were established to service the booming local economy. A narrow-gauge railroad was built connecting Goldfield to Tonopah, while the standard-gauge Tonopah & Goldfield Railroad completed its construction in September 1905. This classic boomtown story was minutely recorded in the local papers. In 1901 New York financier and emerging railroad tycoon E.H. Harriman, the new president of the resurgent Union Pacific railroad, acquired Huntington's southern routes, creating the largest railroad monopoly in the country, and immediately he challenged and absorbed Senator Clark's fledgling Salt Lake Route. The completion of this line was hailed as the greatest boon to southern Nevada. The *Caliente Express* reported in February 1905, with booming headlines:

"SALT LAKE CITY TO LOS ANGELES Cities of Saints and Angeles are Firmly Bound by Steel Rails, Track Having been Completed. . . . the great San Pedro, Los Angeles and Salt Lake Railroad company will have completed its massive line between the Mormon capital and the land of flowers and orange blossoms kissed by the [] waters of the Pacific Ocean. Commercially there will be even greater advantages. Fruit from southern California to eastern points can reach its destination in from twenty-four to thirty-six hours less time than formerly consumed by other routes, an advantage readily appreciated by both shippers and consumers . . ."

A run-down ranch with access to natural springs, located at the midway division point between Los Angeles and Salt Lake City, was chosen for the railroad's machine shops and watering stop. The resulting town of Las Vegas was laid out and its town lots sold at auction in 1905. The primary motive for the new southern routes were more about the rich agricultural products and markets of Los Angeles and southern California. The railways, as had happened in northern Nevada, also connected their lines to the new mining towns of southern Nevada, with lines up to Goldfield and Tonopah and to Caliente and Pioche, creating a transportation network interconnecting mining, ranching and railroad towns and markets. It was in some sense the railroads, and the newspapers that these railroads transported, north and south, that connected the far-flung and scattered towns and communities of Nevada, and provided a communication system that fostered not just economic, but also political cohesion for the state of Nevada.

Unfortunately the southern mining boom went bust even faster than the northern boom. The wild days of Goldfield and Tonopah, when huge individual fortunes were made and lost overnight, gave way to the

concentration of mining into large corporate conglomerates which controlled all aspects of mining, processing, financing and transportation, and of course, labor. Strikes in Goldfield by the increasingly radical unions such as the IWW, prompted local mine owners to ask President Theodore Roosevelt for federal troops to be deployed in Goldfield. In 1906 two unrelated events undermined the economy in the West. An earthquake nearly destroyed San Francisco, and that city's investments in Nevada mining were withdrawn, and the cost of rebuilding the city strained the nation's financial system. Also in 1906, the U.S. Congress passed the Hepburn Act, giving the Interstate Commerce Commission power to set maximum railroad freight rates. All railroad stocks fell; Union Pacific stock lost 50% of its value. In 1907 a small group of speculators tried to corner the stock of a Montana copper company. The attempt failed but the run on an already nervous stock market brought on a panic that closed banks and brokerage firms and brought the nation's financial system close to collapse. Only through the personal intervention of J.P. Morgan was total catastrophe averted, but the bubble of speculation, fueled by western mining and railroads (as it had been in the panics of 1873 and 1893), had burst. Southern Nevada mining, along with Southern Nevada's economy, entered into the long doldrums of recession. By the end of the First World War, after a brief resurgence of mining during the War, the gold and silver mines were closed, subsidiary railway lines abandoned, and many of the towns became ghost towns or nearly so. The boom was over and Southern Nevada would have to wait for another boom in the form of an enormous federal project of constructing a dam on the Colorado River. Just as Reno survived the end of the Comstock boom, so did Las Vegas survive the collapse of mining in southern Nevada, and for essentially the same reasons. At the mid-way point between Salt Lake and Los Angeles, Las Vegas was an obvious site for the railroad to water and do maintenance on its trains. Initially, that was essentially all the railroad saw for Las Vegas. In fact, railroad officials had little enthusiasm for "booming" a town at Las Vegas, because of the fear that the land would fall into the hands of speculators, fears that were well justified. With the crossroads of a number of established wagon trails leading to the mining camps scattered around the surrounding mountains and further north, Las Vegas, like Reno, was a natural freighting center. As a town dependent on the wealth and freight of the regional mining districts, Las Vegas almost went the way of the other mining towns of Southern Nevada. Its springs and wells only supported limited agriculture—mostly small orchards—and scattered ranching, despite efforts to promote the valley as a new California. But as a rail center on a major rail line, with machine shops, an ice house for refrigerating fruit and produce being shipped from California, and a large number of railway employees and their families, Las Vegas survived. Its economic dependence on the Union Pacific would cause tensions manifested in strong local support of national railroad strikes and strikers, and periodic eruptions of violence against the railroad. The railroad strike of 1922 occurred amid the lingering post-war recession, and took an ugly turn in Las Vegas when it was rumored that the railroad intended to move its machine shops to Caliente as a reaction to the town's mounting hostility. Walter R. Bracken, Las Vegas agent for the Union Pacific, complained to the railroad's general manager of "the writings of the Bolsheviki editor" of the *Las Vegas Review*, an anti-railroad supporter of the railroad strike. In a series of cipher telegrams, railroad officials desperately arranged for trucks to carry food and ammunition from Los Angeles or Utah to strikebreakers in Las Vegas, while negotiating with the governor, state police, and local officials about protecting railroad property and employees from the strikers and hostile townspeople.

Nevada Newspapers

"Like most mining towns, Austin struggles for two or three miles down a deep crooked canyon . . . Hundreds and hundreds of apertures surrounded by piles of reddish earth attest to the industry of searchers for silver ore. . . Far down the hillside little dwellings of stone, brick, wood, and adobe are curiously niched and scattered . . . At night the brilliantly lighted drinking and gambling saloons, with open fronts, are filled with a motley crowd, Women

conduct the games at several monte tables, shuffling the cards and handing the piles of silver coin with the unruffled serenity of professional gamblers . . .” Reese River Reveille, September 5, 1865

“In colonizing a new and remote district, among the earliest wants that manifest themselves among the American people is a local paper.” The White Pines News, initial issue December 26, 1868

“The boom came, the boom went. Fortunes were made and spent; towns were built and torn down again.” The Rhyolite Herald, April 8, 1911

Despite the apparent ephemeral nature, it should be remembered that many of these mining camps and towns were centers, albeit briefly, of considerable and diverse population representing a wide variety of businesses, political parties, and social events, and that the news of local bonanzas in the immediate vicinity had a wider import. The news of mining booms in isolated camps might well affect stock prices in San Francisco, and often did. “Deeming it self-evident that every denizen came here to improve his fortune,” wrote the editor of the *Reese River Reveille* in its first issue, “we shall act upon the idea that our readers prefer discussion about silver lodes, rather than wrangling about politics, religion or local jealousies.” In 1906 Earl Rinker, a stenographer and clerk from Indiana, arrived in the gold rush town of Goldfield to make his fortune, and began a regular correspondence with his mother, sending her copies of the Goldfield newspapers. But, he warns his mother, “the newspapers do not report the bad things going on in Goldfield but only promote and ‘boom’ the town. . . They do not let any of the disagreeable news get out. Only the good news. None of the papers came anyways near telling the truth about it” (*Southern Nevada, The Boomtown Years*; <http://digital.library.unlv.edu/objects/snv/760>).

Not all camps reached a size or prosperity to support a press, perhaps one out of ten, according to Nevada newspaper bibliographer, John Lingenfelter, but hundreds did, and the larger county towns and cities supported numerous papers, often with competing political affiliations and agendas. Some papers, like the *White Pine News*, changed locations, moving from camp to camp across the mining district following the gold. *The Territorial Enterprise*, Nevada’s first newspaper founded in 1858, was published successively in Genoa, Carson City and Virginia City. Carson City, as the seat of territorial and then state government, boasted a large number of often short-lived papers. Some, like the *Morning Appeal*, published blistering editorials excoriating the corruption of local politicians and the monopolistic railroads. Virginia City, and later Tonopah and Goldfield, the centers of mining booms, also supported a number of papers, not only to report on and service exploding populations, but to provide mining and financial news to a national market. The county seats had their newspapers of record, and of course the new urban centers of Reno and Las Vegas developed their own brands of city press. Some of these papers have had long careers. The *Reno Gazette-Journal*, today Reno’s main daily newspaper, is a recent (1983) merger of the *Reno Evening Gazette*, founded in 1877, and *The Nevada State Journal*, published since 1870. Carson City’s *Nevada Appeal*, the state’s third largest newspaper, has been published, under variant names, since 1865. Even smaller towns have had long-standing newspapers. The *Elko Independent* has been in continuous publication, more or less, since 1869. The *Ely Record* dates from 1905, the *Fallon Eagle* started in 1905 and was in publication until 1958, and the *Garnerville Record Courier* began its long life in 1899. The *Lincoln County Record*, published in the county seat of Pioche, started in 1870 and is still being published, as is the *Sparks Tribune* started in 1910. Even the boom towns that went bust kept alive newspapers for a much shrunken population. Virginia City supported two newspapers until 1916, and its *Evening Chronicle*, first published in 1872, survived until 1927. The *Goldfield News* ran from 1904 until 1956, and the *Goldfield Tribune*, which started publishing in 1906, survived until 1930. Today’s *Tonopah Times-Bonanza* can trace its history back through name changes and mergers to 1902. Although Las Vegas was still a relatively new town in 1922, its second newspaper,

The Age, was published continuously until 1947. There is, despite this patchwork, a continuous history of Nevada that has been chronicled in a variety of newspapers from all corners of the state.

Nevada's newspapers were inevitably filled with their own local news, be it mining, the railroad, or politics, as well as the colorful social minutiae that characterize 19th century newspapers: advertisements, social events, visitors, scandals, corruption, crimes lurid and petty, the casual shooting on Main Street or in a saloon brawl, and bond issues and taxes. Nevertheless, Nevada was part of larger national events and issues, financial panic, the stock market (most mining towns had their own local stock market), silver versus the gold standard, and unions and labor disputes, which divided local politics and politicians. Newspapers, like their editors, were advocates and partisans, sometimes vicious, in whatever issues fueled the emotions of their readers. Beyond the "big news," newspapers document that rich mix of peoples who came to Nevada to work, live, and in some cases settle and put down roots. For the historian, the local newspapers may be the best, if not only, record of the brief life of a town. Much of the voluminous local histories written of Nevada mining and railroad towns are based on the local newspapers. Much of what we know of its transient and undocumented peoples only appears in local papers, if only in the persistently negative ethnocentric perspective of a predominantly white male press. Many western writers began their careers and developed their writing styles as journalists and many of their stories (and tall tales) of western mining camps have become the clichés of western literature and films. Dan de Quille and Mark Twain, friends and colleagues on Virginia City's *Territorial Enterprise*, brought that newspaper and frontier Nevada to the attention of the nation's readers. The most prominent members of Nevada's literary Sagebrush School, de Quille and Twain are only the most famous of the profession of small town reporters and editors who brought these western towns and their colorful characters to life for their readers. Beyond the western clichés, there is much sophisticated social history to be mined from Nevada's newspapers, which were recording a time when the old west was slipping into a mechanized, commercialized and ethnically diverse modern west.

Newspaper Collections in the State

In 1865 the Nevada State Library began collecting the state's major newspapers, in exchange for copies of Nevada statute books, and it began binding them in 1885. By 1900 it was collecting 31 titles and binding them annually. Jeanne Weir, the founding director of the Nevada Historical Society in Reno, had started methodically and systematically finding and collecting Nevada newspapers in 1905 as part of her, and her new institution's mission. In her crusade to promote the study and teaching of Nevada's history, she understood that first, the primary sources for that history had to be found, collected, and preserved. Following the example of other historical societies in making the state's newspapers an important and integral part of their state's historical record, Weir crisscrossed the state, visiting countless isolated towns and camps in an attempt to gather all those small ephemeral local newspapers that contained, as she well knew as a trained historian, what was often the best if not only record of these towns and mining camps. Thanks to her tireless efforts in what were often primitive conditions and with little financial support, over 100 titles were collected and preserved, many of which surely would have been lost. The *Reno Evening Gazette*, on October 11, 1910 applauded her work, "Files of newspapers of present publication and those of yellowed age and dimming memory are garnered and preserved for future generations. . . . The newspaper files alone are almost priceless. They have been consulted on many occasions for the tracing up of lost relatives, or gaining information that would aid in business deals and in litigation." Later, the University of Nevada-Reno also began subscribing to and collecting more current newspapers, and later still, in the south, both the University of Nevada, Las Vegas and the State Museum and Historical Society of Las Vegas collected Las Vegas and Clark Country newspapers. County Recorders were required by law to keep copies of the county newspapers in which

they published their legal notices. Many local papers also found their way to smaller libraries and historical societies. Additional information on newspaper collections in the state can be found in the “Microfilm Availability” section below, as well as in Appendix 1.

Prior Nevada Newspaper Digitization Work

Spearheaded by libraries throughout the state, several newspaper digitization projects have been completed in Nevada. Appendix 2 includes representative samples of digitized historical collections, including prior newspaper digitization projects. The Nevada State Library and Archives, as a member library of Nevada’s Cooperative Libraries Automated Network (CLAN), digitized and presently host online six historic Nevada newspapers. This includes the following titles, with digital images online, and full text searchable: *Daily Territorial Enterprise* (1883-1900); *Goodsprings Gazette* (1916-1919); *Reese River Reveille* (1863-1887; 1907-1908); *The Wadsworth Dispatch* (1893); *Virginia Evening Bulletin* (1863-1864); *Virginia Evening Chronicle* (1872-1927). With funding from the Library Services and Technology Act through NSLA, the White Pine County Library digitized historic issues of the *White Pine News* off of microfilm, ranging from 1881 to 1906, with digital images online, and full text searchable. The Elko-Lander-Eureka County Library System, using LSTA funds, digitized the *Elko Daily Free Press* off of microfilm, ranging from January 2, 1885 through December 28, 1901. Digital images are online and full text searchable. The Las Vegas-County Library District digitized historic print copies of the *Las Vegas Age* newspaper, ranging from 1905-1924, with digital images online, and full text searchable. With funding secured from three sources, the University of Nevada, Las Vegas University Libraries digitized the entire historic run of the university’s student newspaper, *The Rebel Yell*, from 1954-2010 (30,000 pages). This included digitization off the microfilm for 2/3 of the run and off of print for 1/3 of the run. This project included work with two external digitization vendors, Backstage Library Works and iArchives.

Regarding commercial efforts, *America’s Historical Newspapers* provides online access to seven historic Nevada titles, of which four titles have a total of only 1-2 single issues digitized, and thus are inconsequential. A stronger presence exists for the following three titles: *Territorial Enterprise* (582 titles ranging from August 1874 to December 1879); *Elko Daily Independent* (491 issues from 1885-1887); and the *Nevada State Journal* (346 issues from 1893-1922). Another commercial resource, the online *NewspaperARCHIVE.com* includes the following Nevada titles: *Daily Nevada State Journal* (1875-1926); *Nevada Evening Gazette* (1973-1977); *Nevada State Journal* (1870-1977); *Reno Evening Gazette* (1876-1977); *Reno Evening News* (1884-1888); *Reno Weekly Gazette And Stockman* (1888-1900); *Weekly Nevada State Journal* (1875-1896); *Weekly Reno Gazette* (1879-1885).

Methodology and Standards

Microfilm Availability

In 1961 the Nevada State Library began microfilming its newspaper holdings dating from 1949. In 1962 the Library and Department of History at the University of Nevada, Reno began a program to develop collections in Nevada and western history, a major component of which was to microfilm Nevada newspapers on a large scale. At the same time a comprehensive bibliography of Nevada newspapers was being prepared. With the sponsorship of a number of university departments and government agencies, an extensive microfilming program was initiated to include those papers identified in the research for the bibliography. In 1963 the Nevada State Library and UNLV joined this emerging Nevada Newspaper Microfilming Project. Each institution contributed to the cost of microfilming and in return

received copies of all microfilm produced. The program began with the microfilming of newspapers not then deposited with one of those institutions. The program director, John Folkes, traveled from county to county, microfilming newspapers and gathering material for his bibliography, *Nevada Newspapers*, which was published in 1964 by the University of Nevada Press. The same year Richard Lingenfelter published the first edition of his *The Newspapers of Nevada*. Meanwhile the State Library began microfilming its earlier newspapers. A result of these activities was an agreement between the Nevada State Library and UNR to divide responsibility for collecting and filming, with UNR taking responsibility for newspapers prior to 1950 and the Nevada State Library for those after 1950. UNR also purchased and distributed microfilm of Nevada newspapers from other institutions such as the Bancroft Library at UC Berkeley. In 1968 the Nevada Historical Society agreed to have its collection inventoried by the microfilm project and in 1971 the Historical Society officially joined the project and the microfilming of their collection began. The original microfilming was done at the Nevada State Library, Bay Microfilms (Palo Alto, California), and at the Washoe County Reproduction Department. The negatives were stored by Bay Microfilms who also provided copies on demand. In 1972 Karen Gash came to the program and began an intensive review and index for all the newspaper titles, and in 1975 the Nevada Library Association established the Nevada Newspaper Indexing Project. As additional or missing issues were found and microfilmed, they were spliced onto the original microfilm reels. By 1982 the Nevada State Library estimated it had filmed 3000 rolls of 1950-1980 newspapers, while close to 3000 pre-1950 reels had been filmed. NSLA's original bound newspapers were transferred to UNR Special Collections in the early 1970s, which in turn were transferred to the Nevada Historical Society in 1995. In 1982 NHS transferred the bound copies of the southern Nevada newspapers to the newly created Nevada State Historical Museum and Historical Society in Las Vegas, now the Nevada State Museum-Las Vegas. In 1984 Lingenfelter and Gash published their updated and revised edition of *The Newspapers of Nevada, 1854-1979*; in it 800 titles are listed with listings of all microfilm holdings. Also that year UNR received an NEH Planning Grant for the Nevada Newspaper project and held a newspaper conference the following year. In 1986 UNR received a two-year NEH grant to create a Union List of Nevada Newspapers in OCLC which was completed in 1988. Between 1991 and 1994 LSCA Title II grants sustained UNR's Newspaper and Serials Project. Beginning in 1997 the four project institutions subscribed to a subscription service provided by BMI to provide microfilm copies of current newspapers. In 2012 the NSLA acquired ownership of all Nevada newspaper microfilm from BMI in anticipation of Nevada applying for a NDNF grant.

The Nevada State Library and Archives (NSLA), a partner for this grant application, owns all the original, first generation, stabilized master negative microfilm containing titles which would be considered for digitization. There are nearly 6,300 newspaper titles on microfilm. With further details provided in Appendix 1, there are 337 titles found on the microfilm for the time period 1836-1922. As detailed in the budget spreadsheet, duplicate master silver negatives to be used for digitization (and ultimately deposited at the Library of Congress) would be produced by the NSLA's Imaging and Preservation Services program (IPS), a service bureau that provides microfilm services to government and non-profit entities for a fee.

Newspaper Selection Plan

A Nevada Newspapers Advisory Board will be established and charged with the primary responsibility of selecting and ranking newspaper titles for digitization. This statewide advisory board is comprised of historians, archivists, educators and librarians familiar with Nevada's history and newspapers. Following the grant guidelines, newspapers will be carefully considered by the Advisory Board and ultimately ranked based on how closely they match the following factors; preference will be given to:

- Titles reflecting the political, economic, and cultural history of the state or territory
- Titles having a statewide or regional influence
- Titles recognized as a “paper of record.”
- Titles providing state or multi-county coverage of population areas
- Titles with a broad chronological span

Additional factors will also be considered, such as:

- Whether the title provides coverage of one of Nevada’s significant minority communities
- Whether the title has already been digitized and is publicly (and freely) available online
- Whether the title has ceased publication and/or lacks ownership

Given Nevada’s unique history, it’s also hoped that taken as a whole, selected titles will represent all parts of the state, urban and rural, mining and agricultural, and if feasible all counties and major county towns. While those with a continuous run and not already digitized will have priority, given the short life span of many of the communities in which these newspapers were published, it should be noted that the selection may likely also include a number of relatively short-lived papers, presuming they well represent important historical communities or groups, and that they are relatively complete for the period they cover. Selection will endeavor to include all social groups as much as possible and to represent the spectrum of political and social interests. Of note, Wilbur Shepperson’s book, *Restless Strangers: Nevada’s Immigrants and Their Interpreters* (Univ. of Nevada Press, 1970) describes the treatment of immigrant groups in the newspapers; there were no ethnic newspapers until 1899, beginning with a series of student newspapers from the Stewart Indian School from 1899-1904. Other examples include four short-lived Socialist newspapers between 1905 and 1919, and one Italian newspaper beginning in 1914.

The fifteen person Advisory Board will be facilitated by Jeff Kintop, Nevada’s State Archivist, and Dr. Peter Michel, of UNLV’s Special Collections. The Advisory Board roster, the members of which have agreed to serve and collectively represent a broad perspective, are listed at the end of this application. The project facilitators will lead the discussions, collect the ranking information, and compile the final results. It’s planned that the Advisory Board will meet several times during the two year grant cycle, as detailed in the timeline. Additional work can be carried out virtually via a project wiki and email. Advisory Board members will be provided with a variety of background materials to augment their knowledge and help inform their rankings, including: information on the NEH NDNP Program, including content selection guidelines; a list of titles on master negative microfilm and falling within the 1836-1922 date range; a timeline of major Nevada historical events from 1836-1922; and a map of Nevada including counties. Ranking criteria will be established and shared with the Advisory Board, and a spreadsheet, review forms, and instructions will be developed which will aid ranking computations. In addition, access to three monographs and a Conference Proceedings detailing Nevada’s historic newspapers will be available: Lingenfelter, Richard. *The Newspapers of Nevada, 1858-1958: A History and Bibliography*, 1964; Folkes, John. *Nevada’s Newspapers, A Bibliography: A Compilation of Nevada History 1854-1964*, 1964; Highton, Jake. *Nevada Newspaper Days: A History of Journalism in the Silver State*, 1990; *Proceedings of the Nevada Newspaper Conference, June 7 1985*.

In addition to the above, previous NDNP awardees will be consulted as to what background materials they found most helpful for Advisory Board work during their own NDNP projects. It’s anticipated that the Advisory Board will prioritize more titles than can be digitized during the two-year grant period. This

will allow flexibility to substitute other titles, should some higher ranked titles be found on reels which ultimately fail technical inspection and are therefore deemed unsuitable for digitization.

Digital Infrastructure and Multi-Partner Projects

Carson City is home to the Nevada State Library and Archives, and spread across the state are several public library systems. The state can be divided into two regions where the majority of the population resides: Northern Nevada including Reno, Carson City, Gardnerville, Minden, and Lake Tahoe (Washoe and Douglas Counties); and Southern Nevada including Las Vegas, Boulder City and Henderson (Clark County). There are several smaller municipalities that are home to historical societies, museums and cultural heritage institutions. The Cooperative Libraries Automated Network (CLAN) is a consortium of Nevada member libraries and related agencies brought together through an agreement to share vital library and technological resources. The state of Nevada has one university system (NSHE, the Nevada System of Higher Education, which includes the two major universities in the state -- the University of Nevada-Reno, and the University of Nevada-Las Vegas). The two major universities have taken a strong role within the state to provide digitization, metadata, preservation and resource sharing leadership. UNR and UNLV both have robust digital collections programs with staff that are active in the digital library field. The Nevada State Library and Archives has been an essential partner to libraries, cultural institutions and educators in the state by offering professional development, leadership, and collaborative support to statewide initiatives and by facilitating ongoing access to resources through the IMLS LSTA grant program.

In 2008 the NSLA established a Statewide Digital Initiative to build a statewide Nevada Digital Library. UNLV and UNR are active participants in this initiative. This effort resulted in the formation of a Nevada Statewide Digital Advisory Committee, comprised of a steering committee with smaller working groups, which collaboratively developed a five year digitization plan for Nevada. Submitting an application to the NDNP program was an action item in the plan, informed by a survey of cultural heritage institutions across the state which indicated broad interest in seeing more historical Nevada newspapers digitized. The Digital Advisory Committee, with leadership from UNLV Library staff, have created an initial Nevada Digital Portal, an online-accessible web portal to make Nevada Digital Collections more visible and to connect users to valuable digitized content on Nevada in a central location. To date the portal contains 47 collections including links to some of the most significant digitization efforts in the state. Broad access to Nevada digital collections can be found at these websites:

- Nevada Digital Collections Portal: <http://omeka.library.unlv.edu/omeka/>
- UNLV Digital Collections Homepage: <http://digital.library.unlv.edu>
- UNR Digital Conservancy Homepage: <http://contentdm.library.unr.edu/>
- Cooperative Libraries Automated Network, Digital Collections: <http://206.194.194.211:2011/cdm/>

With the support of the Nevada State Library and Archives and the University of Nevada, Reno, the UNLV University Libraries will play the lead role in this grant project. Within the digitization landscape of Nevada, UNLV has taken a particularly strong role in securing grant funding for digitization. Over the past six years, the UNLV Libraries have gained extensive experience managing multi partner projects, many of these with the support of a string of several successive IMLS LSTA grants, which have allowed the Libraries' to develop signature, contextualized digital collections often involving materials owned by multiple institutions. As an example, the *Southern Nevada: Boomtown Years* project contains and provides access to digital assets of primary source materials owned by the UNLV University Libraries, the Clark County Museum, and the Nevada State Museum and Historical Society. A current project, funded by LSTA, and now in its second year, has established an African American Advisory Board – representing

voices of the Southern Nevada African American Community. The online portal associated with this project provides access to primary source materials from the community, including photographs and transcribed oral histories. UNLV has also sought to build partnerships with students and faculty within the UNLV campus and has been successful in working with faculty to develop large award-winning digital collections, such as the *Nevada Test Site Oral History Project*, made possible with the funding provided by US Departments of Energy and Education grants. The successful execution of this collaborative project, winner of two national awards, included staff from multiple entities at the University of Nevada Las Vegas, including the Department of Sociology, the Department of History, and the University Libraries. The *Rebel Yell* student newspaper project involved a collaboration of UNLV Libraries staff and two external digitization vendors. The UNLV Libraries have worked with outsourced digitization vendors for several other projects, including one to digitize oversized architectural drawings. These representative examples detail a growing expertise in administering projects with a diverse array of partners, whether in regards to the intellectual development of a project, or in the production steps associated with transforming analog materials into the online digital environment.

UNLV Libraries have a robust infrastructure for managing digital projects. Departments within the Library Technologies Division work collaboratively to produce digital library content, and with staff in the Special Collections Division and external partners for assistance with the intellectual design and content selection. The Systems Department provides technical support related to the storage, data backup, and network delivery of digital collections. The Web and Application Development Services Department assists in the graphical design and development of advanced functionality associated with digital collections. The Digital Collections Department is responsible for all aspects of the digitization workflow including:

- managing in-house scanning conducted in the library digitization lab, and coordination with external vendors for outsourced digitization
- design, development, and management of digital collections metadata and the UNLV Libraries Application Profile
- administration and management of the UNLV Libraries' CONTENTdm digital asset management system and associated technical environment
- quality control, maintenance, preservation, and weeding of digital collections
- outreach and educational initiatives related to digital collections

The Digital Collections Department recently (2012) moved into a newly renovated and enlarged space in UNLV's Lied Library, which opened to the public in 2001. This new area includes office space for additional staffing, including temporary staff associated with grant funded digital projects. In addition to library personnel, UNLV Libraries staff have extensive experience working with other UNLV entities who play a critical role in the successful execution of grant funded projects, including the UNLV Purchasing Department (for projects involving outsourced vendors) and the UNLV Office of Sponsored Programs. Libraries staff are familiar with and responsible for meeting reporting requirements associated with grant funded projects, such as report writing and cost share reporting. UNLV Libraries staff also have extensive experience working with multiple external vendors, whose services have been contracted for past digitization services (including but not limited to one previous project involving microfilm digitization). Work with these external vendors included development of specifications related to both imaging and metadata creation; selection, shipping, and return receipt of hardcopy materials owned by the UNLV Libraries; regular project conference calls geared toward keeping the project on track and addressing issues as they arose; and acceptance of deliverables.

Work Plan

In developing a tentative work plan associated with the NDNP project, grant authors consulted a variety of stakeholders and colleagues. This included, but was not limited to, detailed discussions with all project partners and several conference calls with external digitization vendors (to better understand workflows, responsibilities, and timelines). Grant authors also reached out to previous NDNP awardees, taking a focused look at their work and listening to their recommendations. This included reviewing numerous past successful applications, looking at staffing levels, timelines, and work plans. It also included telephone discussions and email communications with three previous awardees, as well as a review of wiki sites and additional publicly available information associated with this grant program. While acknowledging that each state has their own variables such as which of their historic titles have been microfilmed and the quality of that microfilm, and varying staffing levels and areas of expertise with newspaper collections and microfilm knowledge, this review was quite helpful. Collectively, we gleaned what seemed most appropriate from other awardees' experience and adapted and tweaked this to our own environment and what we thought would best work for our state for this project. The tentative work plan is comprised of five phases including: selection of titles, technical evaluation and duplication of microfilm, collation and preparation for vendor/metadata file creation, quality control and validation of vendor deliverables, and delivery of digital newspaper assets to LOC. The work plan covers the key functional areas of the project, but as with any large project, leaves room for adaptation once implemented in practice.

Selection of Titles

The criteria associated with selecting Nevada newspaper titles is described in the Methodology and Standards section, above. To summarize, the Advisory Board will be responsible for title selection, following the program guideline's criteria. Work will take place at several in-person meetings and virtually; and all board members will be provided with background materials to help inform their selections.

Evaluation and Duplication of Microfilm

After the ranking of titles by the Advisory Committee, NSLA's Imaging and Preservation Services (IPS) staff will perform an initial, preliminary review of the archival masters containing Advisory Board selected titles, to help predict if the selected titles will subsequently likely pass full technical inspection; this will help curtail making 2N copies of archival masters which likely won't pass a more complete technical evaluation and therefore be unsuitable for this project. NSLA microfilm technicians have more than ten years' experience microfilming records for state government agencies and providing quality control. IPS will charge the project for labor and supplies, as reflected in the grant budget. For archival masters passing the preliminary review, IPS will create 2N negative copies of the reels. After duplication, IPS staff will perform a more detailed technical analysis of each reel, and 2N reels that meet or exceed the minimum standards as set forth in NDNP project guidelines will be forwarded to UNLV project staff. Technical evaluation will assess:

- Quality of the original text and microfilm capture
- Reduction ratio used when microfilming the original newspaper; with < 20x reduction ratios preferred
- Resolution test patterns readable at 5.0 or higher
- Variations in density within images and between exposures; preference of no more than 0.2 within an

image and between exposures

- Confidence level through OCR testing of sample page images, and, as necessary, sample digital images will be created and tested for usable OCR confidence levels, to help determine suitability for project

Built into the overall workflow will be additional inventory steps to augment, as necessary, the original information collected during the Nevada Newspaper Microfilming and Indexing Projects, described above.

Collation and In-House Metadata Work

Metadata creation and processing associated with this project will be handled by a combination of in-house staff and outsourced vendor services, all of whom will adhere to the NDNP technical specifications. Regular communication between local staff and the outsourced vendor, through various methods (conference calls, email, wiki) will help ensure all participants stay informed of project progress, and any issues resolved. In preparation for digitization, UNLV Project staff will document each selected newspaper title's status following selection by the Advisory Group. After duplication and technical review, the intellectual content of the paper will be verified with existing known information such as issue title, run dates, expected pages and name changes on the issue level to form a project inventory for workflow management. As noted earlier, information on card files from the earlier Nevada Newspaper Microfilming Project may help with this). Staff will also perform collation work at the page level, working with the selected vendor's preferred workflow for handling data at the reel, issue, volume, and page level. Data will be input into vendor provided spreadsheets and/or uploaded to systems maintained by the digitization vendor. Collation work in this preparation phase will feed into metadata creation. In-house project personnel will:

- Create issue / edition metadata for all known issue / edition occurrences for issues / editions known to be published but which are not available as a digital asset as this time. A record will be created using the issue present indicator to indicate the issue / edition the record described is not available.
- Create page level metadata for all known page occurrences, indicating a page was known to be published but is not available as a digital asset at this time. A record will be created using the page present indicator to indicate the page the record described is not available.
- Review and update as necessary pre-existing full bibliographic CONSER records for each newspaper title digitized. If a record does not exist for a title, staff will create a full bibliographic CONSER record for that title. CONSER records will be delivered to LC using the MARC 21 Communications format, UTF-8 encoding.
- Normalize LCCNs to the MARC 21 Standard.

Project staff will track the shipment of associated 2N negative microfilm to the digitization vendor, where they will be digitized and metadata files created according to project metadata specifications.

Vendor Digitization, OCR, and Metadata Creation

This project will rely on an external vendor to digitize the selected titles off of microfilm, create derivative files, perform the OCR, and encode required metadata. Detailed specifications are provided in the *NDNP Technical Guidelines for Applicants*, and the selected vendor will adhere to all technical guidelines. As a condensed summary, the vendor will produce the following deliverables:

- Structural metadata for issues/editions, organized by date. A combination of LCCN, Issue Date, and Edition order will be used as a unique identifier.

- Structural metadata for each page to relate pages to the title, date, and edition. A combination of LCCN, Issue Date, Edition Order, and Page Sequence number will be used as a unique identifier.
- Technical metadata describing the quality characteristics of the film used for digitization (individual scanned reels and filmed targets), encoded in a METS object per specifications in the NDNP technical guidelines

The vendor will:

- Scan frames from clean 2N duplicate silver negative microfilm
- Capture images at 8 bit grayscale at the maximum possible resolution, between 300-400 dpi, informed by the physical dimensions of the original newspaper
- Scan a standards-based target film strip at the start of each session, to monitor scanning equipment performance
- Provide master page images as uncompressed images in TIFF 6.0 format. Newspapers microfilmed at two sheets/frame will be split into two separate image files with assigned appropriate metadata. Images with > 3% skew will be de-skewed. Page images files will be cropped to page edge, retaining the actual edge and up to ¼" beyond.
- a searchable PDF image with hidden text for each page image, as well as a JPEG2000 compressed image file.

For every image, the following OCR activities will be performed by the vendor:

- Create one OCR text file per page image
- Each OCR text file name will correspond to the page image it represents
- Text will be provided using UTF-8 character set
- No graphic elements will be saved with the OCR text
- OCR text will be ordered column by column
- OCR text file will have bounding-box coordinate data at the word level
- OCR will conform to the ALTO XML schema, V2.0 or greater
- All page images will be accompanied by an ALTO XML file containing recognized text.
- If possible, vendor will provide confidence level data at the page, line, character, and/or word level, and if possible, will provide point size and font data at the character or word level.

Initial quotes from several vendors have been obtained. If grant funding is received, final official quotes will be solicited, and if and as necessary an RFP initiated (dependent on final pricing; State of Nevada guidelines require an RFP for projects \$50,000 or over). Initial quotes received ranged from \$0.40 per page to \$0.779 per page. Vendor selection criteria will include the vendor's ability to conform to NDNP technical guidelines for deliverables; prior experience in producing these deliverables (including endorsements from previous NDNP awardees); ability to meet project timelines; and demonstration of rigorous quality control procedures. Also included in the project budget is network SAN swing space and portable hard drives, to be used during the review steps and to handle the transfer of data between UNLV, the vendor, and the monthly batch deliveries of content to the Library of Congress.

Quality Control and Validation

As required by NDNP guidelines, deliverables will undergo rigorous quality control prior to delivery to the Library of Congress. For each batch, prior to delivering files to UNLV, the digitization / metadata creation vendor will validate files using the NDNP Digital Viewer and Validator (DVV), validating the TIFF 6.0, JPEG 2000, PDF, and OCR files. The vendor will also ensure that all metadata adheres to specifications found in the NDNP Technical Guideline Appendices (e.g. prescribed METS format). Once

this initial quality review has concluded, files will be sent to UNLV Libraries for a second round of quality control. During the project duration, UNLV workflow will include careful tracking to maintain awareness of where the microfilm, the portable hard drives, and the digital deliverables are at all times. Once files are received, local project personnel will re-validate deliverables using the DVV software. The vendor will be notified of any deliverables which don't pass validation, at which time they will be recreated by the vendor. Local project staff will also ensure that the vendor used the Issue and Page Present indicators per program guidelines. Local project staff will ensure that the four digital file formats (.TIF, .JP2, .PDF, and OCR) use the same file identifiers with distinct file extensions.

Data Delivery

Project staff will work with the Library of Congress to establish an agreed-upon timetable for both sample and final files. A sample batch of digital assets (including the four types of project files and associated metadata) will be delivered to LC within the first six months of the project. By September 30, 2015, 25% of the total number of overall project pages will be delivered to LC, with all pages delivered by the project's end date. After the initial test batch, project deliverables will be sent in monthly batches to the Library of Congress after quality control is complete, using durable USB based external hard drives free of write protection. Batches will be no larger than 10,000 pages per month, and follow the latest specifications as shared at the post-award awardee meeting. In addition, title essays no longer than 500 words each will be authored and sent to the Library of Congress, focused on the newspaper's scope, content, and significance. The second generation duplicate silver negative microfilm used for the project will be barcoded (using LC supplied barcodes) and sent to the Library of Congress upon completion of the project. A list of newspapers selected for the project will be provided to LC, including information on the titles, geographic and chronological coverage, microfilm quality, and LCCNs. In addition, a spreadsheet listing open-access, online newspapers in Nevada will be delivered to LC, providing the following information: title, dates available, bibliographic data, and site hosting information. Per program guidelines, periodic reports, including interim and final performance reports, will be written and submitted electronically to NEH's online grant management system, adhering to the schedule of established due dates provided in the award documentation.

Project Schedule - Year 1

First Quarter (Oct 2014 – Dec 2014)

- Project Partners
 - Establish a schedule for periodic meetings
 - Establish a schedule for annual project updates for the Nevada Statewide Digital Advisory Committee
 - Participate in regular periodic meetings
 - Participate in the review of vendor quotes and selection of digitization vendor
 - Review Advisory Board recommended titles
- Principal Investigators
 - Develop production schedule in consultation with LC staff
 - Recruit and hire Newspaper Project Coordinator and Newspaper Project Technician
 - As necessary, issue RFP For digitization / metadata creation vendor; review proposals and select vendor. Dependent on final quotes provided by vendors. Issue purchase order / award for project outsourced digitization work.

- Attend NDNF Annual Meeting in Washington, D.C.
 - Order necessary supplies (portable hard drives, etc.)
 - Perform grant administrative activities, including work with UNLV's Office of Sponsored Programs in the preparation of financial documents related to reimbursement / advancement for items and services related to first quarter activities; track time share contributions of staff involved with project.
 - Share Advisory Board recommended titles with project partners for feedback
- Newspaper Project Coordinator and Newspaper Project Technician
 - Review project goals, guidelines, timelines
 - Map workflow and establish roles for various staff working on Project Team
 - Design tracking and status control files / database for project documentation
 - Lead development of project wiki for Advisory Board and other project partners
 - Assist Advisory Board facilitators with research and compilation of Newspaper information for Advisory Board review and selection activities
- Advisory Board Facilitators
 - Note any changes to Advisory Board membership that may have occurred since grant application was authored; finalize membership as needed
 - Research and compile background information on Nevada newspapers; share with Advisory Board
 - Share selection criteria and prepare ranking sheets
 - Organize and hold first Advisory Board Meeting. The Advisory Board will collaboratively determine recommendations for newspapers to digitize. At a minimum, select enough titles which will represent a total page count sufficient for year one deliverables to LC.
 - Provide list of recommended titles to Principal Investigators
- IT Consultant
 - Set up workstation and applicable network accounts for Newspaper Project Coordinator and Newspaper Project Technician
 - Install, configure, and test LC Validation Tool on local workstations
- NSLA Imaging and Preservation Services (IPS)
 - Perform initial technical evaluation of Newspaper Advisory Board selected titles
 - Duplicate acceptable titles, those passing initial inspection, to 2N microfilm
- Digitization / Metadata Vendor
 - Once vendor is selected and necessary purchase order / award made, the selected vendor will participate in kick off meeting for the project

Second Quarter (Jan 2015 – March 2015)

- Project Partners
 - Participate in partner meetings / communications to review project status
- Principal Investigators
 - Develop work plan and timeline with selected digitization / metadata creation vendor
 - Draft and submit semi-annual report to NEH

- Coordinate the microfilm duplication with the NSLA IPS
- Perform grant administrative activities, including work with UNLV's Office of Sponsored Programs in the preparation of financial documents related to reimbursement / advancement for items and services related to second quarter activities; track time share contributions of staff involved with project.
- Newspaper Project Coordinator and Newspaper Project Technician
 - Set up tracking database which will track selected titles, technical evaluation status, duplication status, collation status, quality control status validation status, and movement of microfilm and digital assets between NSLA, UNLV, the digitization / metadata creation vendor, and the Library of Congress.
- Advisory Board Facilitators
 - Work with Advisory Board to complete title rankings and revise as needed based on results from technical analysis.
 - Assign roles for / assist as necessary with 500 word newspaper title essays
- Digitization / Metadata Vendor
 - Provide access to preferred workflow tools (i.e. spreadsheets, project communication methods, file upload systems, etc.)
 - Provide feedback to proposed work plan and timeline
- IT Consultant
 - Establish and maintain network disk space on Local SAN, dedicated to NDNF project

Third Quarter (April 2015 – June 2015)

- Project Partners
 - Participate in partner meetings / communications to review project status
- Principal Investigators
 - Provide oversight and guidance to other project personnel
 - Perform grant administrative activities, including work with UNLV's Office of Sponsored Programs in the preparation of financial documents related to reimbursement / advancement for items and services related to third quarter activities; track time share contributions of staff involved with project.
- Newspaper Project Coordinator and Newspaper Project Technician
 - Send first pilot batch to digitization / metadata creation vendor.
 - Receive and track digital assets as the pilot batch is returned
 - Perform quality review and validate digital assets using LC Validation Tool
 - Provide feedback to vendor on quality of digital assets from pilot batch; request that the vendor recreate deliverables that failed to validate
 - Deliver test batch of validated digital assets to LC (will be completed within 6 months of project start)
 - Based on pilot batch workflow, adjust workflow as necessary for future batches

- Digitization / Metadata Vendor
 - Perform digitization and creation of metadata for initial pilot batch
 - Validate pilot batch digital assets and deliver to UNLV

Fourth Quarter (July 2015 – September 2015)

- Project Partners
 - Participate in partner meetings / communications to review project status
 - Present annual project update to the Nevada Statewide Digital Advisory Committee
- Principal Investigators
 - Provide oversight and guidance to other project personnel
 - Draft and submit semi-annual report to NEH
 - Receive 500 word title essays from assigned personnel, and submit to LC
 - Perform grant administrative activities, including work with UNLV's Office of Sponsored Programs in the preparation of financial documents related to reimbursement / advancement for items and services related to fourth quarter activities; track time share contributions of staff involved with project.
- Digitization / Metadata Vendor
 - Perform digitization and creation of metadata for ongoing monthly batches
 - Send monthly validated batches of digital assets to UNLV
- Newspaper Project Coordinator and Newspaper Project Technician
 - Oversee delivery of microfilm to and from digitization / metadata creation vendor
 - Perform ongoing collation for digitization preparation
 - Receive and track digital assets from returned monthly batches
 - Perform quality review and validate digital assets using LC Validation Tool
 - Provide feedback to vendor on quality of digital assets from monthly batches; request that the vendor recreate deliverables that failed to validate
 - Deliver validated digital assets to LC on a monthly basis. By the end of fourth quarter, LC should receive 25,000 digitized newspaper pages and associated metadata (25% of project total).

Project Schedule, Year 2 (October 2015 – September 2016)

- Project Partners
 - Participate in partner meetings to review project status
 - Present annual project update to the Nevada Statewide Digital Advisory Committee
- Principal Investigators
 - Provide oversight and guidance to other project personnel
 - Draft and submit semi-annual reports to NEH
 - Attend NDNP Annual Meeting in Washington, D.C.
 - Perform grant administrative activities, including work with UNLV's Office of Sponsored Programs in the preparation of financial documents related to reimbursement / advancement for items and services related to second year work; track time share contributions of local staff involved with project.

- Digitization / Metadata Vendor
 - Perform digitization and creation of metadata for ongoing monthly batches
 - Send monthly validated batches of digital assets to UNLV
- Newspaper Project Coordinator and Newspaper Project Technician
 - Oversee delivery of microfilm to and from digitization / metadata creation vendor
 - Receive and track digital assets from returned monthly batches
 - Perform quality review and validate digital assets using LC Validation Tool; request that the vendor recreate deliverables that failed to validate
 - Provide feedback to vendor on quality of digital assets from monthly batches
 - Deliver validated digital assets to LC on a monthly basis. By end of project, LC should receive 100,000 digitized newspaper pages and associated metadata.
 - Submit duplicated microfilm to LC
- Cataloger
 - Update CONSER MARC records for digitized newspaper titles

Primary Project Staff

- **Project Partner Representatives:** Karen Starr, Nevada State Library and Archives; and Donnelly Curtis, University of Nevada Reno Knowledge Center. Each will participate in oversight and guidance for the project at the partner-level, and spend approximately 2% of their time on this project. Primary responsibilities will include:
 - Participate in regular periodic meetings / communications
 - Participate in the selection of digitization vendor
 - Review Advisory Board recommended titles
- **Co-Principal Investigator:** Jason Vaughan, University of Nevada-Las Vegas University Libraries. Jason Vaughan will provide oversight and guidance for the project, and spend approximately 10% of his time on this project. Primary responsibilities will include:
 - Develop and Monitor the project budget
 - Coordination with UNLV's Office of Sponsored Programs regarding financial reconciliations, etc.
 - Coordination with UNLV Purchasing on purchase order / award associated with digitization / metadata creation vendor; and on other contracted services (e.g. microfilm analysis and duplication)
 - Cost-share tracking
 - Monitor Advisory Board progress and attend Advisory Board meetings
 - Attend annual NDNP meetings
 - Author NEH semi-annual reports
 - Assist in recruitment of Newspaper Project Coordinator and Newspaper Project Technician
 - Secondary supervision of Newspaper Project Coordinator and Newspaper Project Technician
- **Co-Principal Investigator:** Cory Lampert, University of Nevada-Las Vegas University Libraries. Cory Lampert will assist in the oversight and guidance for this project, and spend approximately 10% of her time on this project. Primary responsibilities will include:
 - Lead recruitment of Newspaper Project Coordinator and Newspaper Project Technician
 - Primary Supervision of Newspaper Project Coordinator and Newspaper Project Technician

- Assist in development of microfilm digitization / metadata workflow and tracking
 - Facilitate communication and provide regular status reporting updates to Project Partners, Advisory Board, and technical Project Team
 - Attend annual NDNP meetings
 - Assist in authoring NEH semi-annual reports
- **Advisory Board Facilitators:** Jeff Kintop, Nevada State Library and Archives; and Peter Michel, University of Nevada-Las Vegas University Libraries. Each will co-chair the Advisory Board. They will each spend approximately 5% of their time on this project. Primary responsibilities will include:
 - Share selection criteria with all Advisory Board members
 - Prepare an initial list of candidate newspaper titles for Advisory Board consideration, including known background information such as temporal coverage, geographic coverage, etc.
 - Prepare background materials for Advisory Board, as noted earlier in this application
 - Organize and hold annual Advisory Board Meetings
 - Share Advisory Board title recommendations with Primary Investigators
 - Draft (and/or assign to other Advisory Board Members) 500 word newspaper title essays
- **NDNP Project Coordinator** (proposed position; 100% NEH funded): Under the supervision of the grant's principal investigators at the UNLV Libraries, the Project Coordinator will be responsible for managing workflow, overseeing operations and training, and facilitating communication about the Nevada Digital Newspapers Project. The position will work closely with the Project Technician to deliver on all grant outcomes. Please see Appendix 4 for job description.
- **NDNP Project Technician** (proposed position; 25% NEH funded, 75% cost share): Under the supervision of the Project Coordinator, the Project Technician will implement workflow and assist with day to day grant activities including entering tracking data, ensuring quality of deliverables, and managing the status of all titles selected for the project. Please see Appendix 4 for job description.

Additional Project Staff (University of Nevada-Las Vegas University Libraries)

- **Metadata Specialist:** The Metadata Specialist, a current staff position at the UNLV Libraries, will spend approximately 8% of their time on the project, to assist other project personnel, including the Newspaper Project Coordinator and Newspaper Project Technician, on metadata workflow and technical assistance.
- **Cataloger:** The Cataloger, a current staff position at the UNLV Libraries, will spend approximately 2% of their time during the second year of the project to create, update, and / or enhance CONSER records for selected newspaper titles.
- **IT Specialist:** The IT Specialist, a current staff position at the UNLV Libraries, will spend approximately 1% of their time on the project to install and configure temporary staff workstation(s) and associated network accounts, install and configure LC validation software, and establish network swing space on the UNLV Libraries' SAN allocated for this project.

Advisory Board Members: There are fifteen members of the Advisory Board for this project, who will rank titles as described in the narrative above. Please see information on each individual Advisory Board member contained in attachment 7 of this grant application's materials, "consultants.pdf."