

**Digitizing Twentieth Century Civil Rights Collections
from the Avery Research Center for African American History and Culture
in Charleston, South Carolina - Project Narrative**

Introduction

The College of Charleston’s Avery Research Center for African American History and Culture and the [Lowcountry Digital Library](#) (LCDL) propose to digitize sixteen archival collections that provide insight into the significant role of leaders and organizations from Charleston, South Carolina, and the surrounding Lowcountry region in the twentieth century civil rights movement. The collections selected for this project include some of the most highly valued collections in the Avery Research Center Archives. They document the lives and careers of civil rights activists and organizations that both shaped, and were shaped by, the national movement for racial equality that transformed the United States in the twentieth century. Through LCDL resources, this project will employ cost-effective digitization methods to make an estimated 93,600 pages¹ of archival materials widely available to the public.

The sixteen collections (totaling approximately fifty-two linear feet) selected for this project are held by the College of Charleston’s Avery Research Center for African American History and Culture. The Avery Research Center is a division of the College of Charleston library system and is located on the site of the former Avery Normal Institute in Charleston, South Carolina. This historic secondary school trained African American students for professional careers and leadership roles, and served as a hub for Charleston’s African American community from 1865 to 1954. In 1985, the alumni of the Avery Normal Institute worked with the College of Charleston to establish the Avery Research Center to preserve the legacy of the

¹ This estimated page count was generated using estimation metrics created by the ILM Corporation (a document conversion service recommended by the U.S. Government). ILM’s estimation metrics are available here: <http://www.ilmcorp.com/tools-and-resources/estimate-the-number-of-pages-or-images>

Avery Normal Institute and educate the broader community about the history and culture of African Americans in Charleston, the South Carolina Lowcountry, and South Carolina at large.

Today, the mission of the Avery Research Center is to collect, preserve, and promote the history and culture of the African diaspora, with an emphasis on Charleston and the South Carolina Lowcountry. The Avery Research Center Archives hold over six thousand primary and secondary source materials that document the history, traditions, legacies, and influences of African Americans and their place in the American narrative. Local, national, and international scholars frequently engage the Avery Research Center Archives as one of the only archives dedicated to African American history and culture in the region. A range of audiences, including scholars of the twentieth century civil rights movement, educators, students, and museum professionals, will greatly benefit from increased digital access to the Avery Research Center's civil rights collections.

The Lowcountry Digital Library (LCDL) (<http://lcdl.library.cofc.edu>) at the College of Charleston is an ideal resource for digitizing these collections and making them freely and widely available to the public. Founded in 2009 through a grant from the Gaylord and Dorothy Donnelly Foundation, LCDL digitizes and makes accessible unique archival resources by working with numerous regional and historically interconnected international partner institutions, including the Avery Research Center. All items in LCDL are harvested into and fully discoverable within the South Carolina Digital Library (SCDL) and the Digital Public Library of America (DPLA). This ensures discoverability of LCDL's partner institutions and their collections at a national and international level. LCDL currently serves as the digital library for over 62,000 records from seventeen partner institutions located across the coastal region of South Carolina, as well as an international partner in Barbados, West Indies. Last year, LCDL received

over 60,000 page views from over 15,000 unique visitors from across the globe. Additionally, in February 2014, LCDL launched the Lowcountry Digital History Initiative (LDHI) (<http://ldhi.library.cofc.edu/>). LDHI is an Omeka-based online exhibition platform that features and interprets many digitized materials from LCDL partners, particularly the Avery Research Center. Since launching, LDHI has received over 18,000 unique visitors. Through this NHPRC digitization grant, this project seeks to make the Avery Research Center's valuable twentieth century civil rights collections freely and widely accessible through LCDL's significant online resources and established infrastructure.

Historic Context and National Significance

In the preface of *Towards the Meeting of the Waters: Currents in the Civil Rights Movement of South Carolina during the Twentieth Century* (2008), historians Winfred B. Moore Jr. and Orville Vernon Burton observe that “South Carolina has often been at the center of the American racial drama.”² In the eighteenth and early nineteenth centuries, Charleston was the dominant North American port in the trans-Atlantic slave trade. This led to a black population majority in the colony and later state that lasted, with some temporary fluctuations, from the early 1700s into the mid-twentieth century. The labor of enslaved Africans and their African American descendants proved so central to the state's economy that South Carolina led the region in secession to protect slavery during the US Civil War. But as Moore and Burton assert, beyond the Civil War, “far less well known is what happened in South Carolina during the long civil rights struggle that followed.”³ National media and popular narratives surrounding the civil rights movement often focus on states such as Mississippi and Alabama in the 1950s and 60s, but

² Moore Jr., Winfred B. and Orville Vernon Burton, *Toward the Meeting of the Waters: Currents in the Civil Rights Movement during the Twentieth Century* (Columbia, South Carolina: The University of South Carolina Press, 2008), xxi.

³ Moore and Burton, *Towards the Meeting of the Waters*, xxi.

civil rights leaders and struggles in South Carolina throughout the twentieth century, particularly in Charleston, also proved to be groundbreaking and nationally significant.

The sixteen collections selected from the Avery Research Center for this digitization project speak directly to Moore and Burton’s challenge to enhance scholarly and public awareness of the twentieth century civil rights movement in South Carolina. They also provide insight into influential elements of the national civil rights movement that are often overlooked in popular representations, and have increasingly become the focus of twentieth century civil rights scholarship. These topics include the importance of activism in the early and later stages of the mid-twentieth century movement; the significance of female activists; the crucial role of local grassroots networks and organizations in implementing the goals of the national movement; the impact of class divisions within African American communities on civil rights organizing; and the significance of activism for labor rights as well as racial equality.

Highlights from the materials selected for this digitization project include the Papers of Charleston-native Septima Clark (AMN 1000)⁴ and her cousin Bernice Robinson (AMN 1018), who worked with John’s Island native Esau Jenkins (AMN 1004) to launch the development of Citizenship Schools in the South Carolina Lowcountry in the 1950s and 60s, and eventually throughout the US South. These schools encouraged African American adults not only to register to vote, but also to obtain empowering literacy skills and knowledge about legal rights and managing property and finances. Social worker and Charleston YWCA director Anna D. Kelly (AMN 1083) connected Clark to the Highlander Folk School in Monteagle, Tennessee, which supported the development of Citizenship Schools until they were moved into the Southern Christian Leadership Conference (SCLC). Over time, Clark and Robinson worked with

⁴ All collections selected for digitization have been processed and assigned a manuscript number that begins with the letters “AMN.” AMN stands for Avery Manuscript Number.

prominent national civil rights leaders from Highlander and SCLC, such as Myles Horton and Andrew Young, to make Citizenship Schools a national program. The training offered at these schools helped galvanize local communities to participate in the larger movement. As historian Katherine Mellen Charon asserts in her biography of Septima Clark, “People do not decide to risk their lives and livelihoods because an organization talks them into it. They choose to do so because something inside of them changes. For thousands of black southerners, [Citizenship Schools] fostered that transformation.”⁵

Another highlight is a series of correspondence within the Ruby Cornwell Papers (AMN 1039) that provide insight into Cornwell’s friendship and work with federal judge and Charleston native J. Waties Waring and his wife Elizabeth. Waring was a white Charleston elite who shifted from racial moderate to radical civil rights advocate during his career. Waring made crucial rulings in various early civil rights cases, including *Briggs v. Elliott* (1952), which later became one of the cases bundled into the infamous *Brown v. Board of Education* federal desegregation case in 1954. Letters from the Cornwell Papers reveal how the Warings relied on connections to African American leaders and civic organizations, such as the segregated Charleston Branch of the YWCA (AMN 1078), to promote their support for civil rights.

Though *Brown v. the Board of Education* ended segregation on the federal level in 1954, the Millicent Brown Papers (AMN 1003) and correspondence and legal records contained in the J. Arthur Brown Papers (AMN 1074) reveal how federal desegregation took much longer to implement on the state level. In South Carolina, public schools did not desegregate until nearly a decade after the Brown decision, through *Millicent Brown et al v Charleston County School Board, District 20* (1963). J. Arthur Brown was the head of the Charleston Branch of the NAACP

⁵ Katherine Mellen Charron, *Freedom’s Teacher: The Life of Septima Clark* (The University of North Carolina Press, 2009), 303.

in the 1950s and president of the South Carolina Conference of the NAACP in the 1960s. Brown and his family, particularly his daughters Millicent and Minerva, played a crucial role in implementing the desegregation of public facilities in the state, including in schools.

The national movement ultimately shaped the local movement in South Carolina in various ways. For example, the Cleveland Sellers Papers (AMN 1017) reveal how Seller's work with the Student Nonviolent Coordinating Committee (SNCC) in Mississippi made him an organizing resource, and police target, during the student protests of the 1968 Orangeburg Massacre in South Carolina. This event led to the shooting deaths of three African American students at the hands of white patrolmen, and Sellers's arrest. By the time the Orangeburg Massacre took place, however, white anxieties over the Black Power Movement had shifted popular empathy away from civil rights protesters throughout the nation. As a result, this significant civil rights event received relatively minimal national media attention.

Through correspondence and civic committee documents, the papers of local leaders Isaiah Bennett (AMN 1056), Rev. John T. Enwright (AMN 1087), and William Saunders (AMN 1100) detail how workers' strikes in Charleston, such as the Cigar Factory Strike in 1945-46 and the Charleston Hospital Strike in 1968-69, emphasized laborers' rights as well as racial equality in the early and latter stages of the mid-twentieth century civil rights movement. Thousands of workers participated in these protests to end racial discrimination and promote equal pay for black and white workers. In addition, the Cigar Factory Strike featured the first use of "We Shall Overcome" as a protest song. In the late 1940s, veterans from this strike taught other activists the song at the Highlander Folk School, and it became an anthem in the larger movement.

Materials from the collections selected for this project provide insight not only into prominent leaders and events in the movement, but also into the local clubs and associations that

influenced civil rights leaders from the Lowcountry. For example, as revealed by correspondence, meeting minutes, and committee reports in the Septima Clark Papers (AMN 1000), Clark relied on churches and the Charleston Branch of the NAACP (AMN 1078) led by J. Arthur Brown to develop outreach networks for her groundbreaking civil rights work. Still, class divisions within Charleston's African American organizations often shaped the formation of civil rights activism. Though Clark graduated from the elite Avery Normal Institute, she was not included in the exclusive circle of African Americans whose families had been free people of color in Charleston before the Civil War (Clark's father had been enslaved before Emancipation). This meant that when Clark became a teacher on John's Island in the 1910s and 20s, she was less inhibited by class barriers and was able to connect to the experiences and needs of rural African Americans, such as Esau Jenkins, which shaped her inclusive grassroots vision for the Citizenship Schools in the 1950s. At the same time, despite her lower status, Clark's experiences at Avery as both a student and a teacher exposed her to the value of education and literacy as crucial to "racial uplift." In addition to Avery, organizations such as the Phyllis Wheatley Literary and Social Club (AMN 1031) and the Book Lover's Club (AMN 1044) played influential roles in promoting this vision among elite African Americans in Charleston. Though Clark was not included in these women's clubs, she was familiar with their mission, and included this emphasis on literacy and education in the Citizenship Schools. She also continued to work with elite African American Charlestonians such as J. Arthur Brown and Eugene Hunt to access resources and organize activism across Charleston's class barriers.

A number of scholars have conducted research in the Avery Research Center's collections to develop prominent publications on South Carolina's influential civil rights history. Katherine Mellon Charron's *Freedom's Teacher: The Life of Septima Clark* (2009) draws from

the Septima Clark Papers, the Bernice Robinson Papers, the Esau Jenkins Papers, and the collections of the Charleston Branch of the NAACP and other club organizations, to assert the national significance of Citizenship Schools in galvanizing grassroots support for the national civil rights movement. Different essays from *Toward the Meeting of the Waters: Currents in the Civil Rights Movement during the Twentieth Century* (2008) also cite the Septima Clark Papers and the Esau Jenkins Papers to highlight the role of Citizenship Schools. Peter F. Lau's publication *Democracy Rising: South Carolina and the Fight for Black Equality Since 1865* (2006) features numerous sources from the Avery Research Center, including the Phyllis Wheatley Club Papers, for detailing the role of African American women's organizations in providing a platform for civil rights speakers and promoting educational goals. Scholars such as Jack Bass, Jack Nelson, Scott Poole, and Jack Schuler have used the Cleveland Sellers Papers in their publications about the Orangeburg Massacre.

Various upcoming publications will also feature research developed through the Avery Research Center's civil rights collections. For example, Kirk Branch from Montana State University recently examined the Clark and Robinson Papers to research Citizenship Schools for his upcoming book project on the history of the literacy test in voter registration. Ethan Kyle and Blain Roberts from California State University-Fresno are in the process of developing a manuscript entitled *Struggling with Slavery in the Cradle of the Confederacy: Memory and the "Peculiar Institution" in Charleston, South Carolina*, which includes discussions about representations of slavery during the civil rights movement. The Septima Clark Papers, the Bernice Robinson Papers, the Charleston Branch of the NAACP Papers, and the Eugene Hunt Papers, have been instrumental for developing their research on this topic. In addition to research, local professors such as Jon Hale at the College of Charleston and Kerry Taylor at the

Citadel regularly bring their classes to the Avery Research Center to interact with archival materials and learn about labor activism (through the Isaiah Bennett Papers and the William Saunders Papers) and the history of desegregation in South Carolina (through the Millicent Brown Papers, the J. Arthur Brown Papers, the Eugene Hunt Papers, and the YWCA Collection, among others).

The Avery Research Center's civil rights collections also serve as a major resource for developing museum and public history projects. Charleston is a multi-billion dollar tourism destination that attracts millions of visitors each year. Through this digitization project, the city's highly-trafficked public history projects will greatly benefit from access to high quality scans of archival civil rights materials for use in exhibitions, museum websites, and research. For example, in 2011, the Preservation Society of Charleston, South Carolina, erected five markers to commemorate twentieth century civil rights history in the area, and they drew from various Avery collections, including the Reverend John T. Enwright Papers and Isaiah Bennett Papers, to develop text for the markers. They plan to continue erecting civil rights markers in the future. The [International African American Museum](#) (IAAM) is a multi-million dollar museum project currently under development for downtown Charleston. When it opens to the public in 2018, IAAM will serve as a unique center of learning for local, national, and international visitors to explore African American history, from the trans-Atlantic slave trade to the twentieth century civil rights movement. The Avery Research Center's civil rights collections will play a major role in their permanent exhibitions, particularly *The Era of Jim Crow*.

The Avery Research Center Archives

The overall list of publications and public history projects that feature Avery Research Center materials is extensive for a small archival institution, and it will continue to grow in the

future. For the fiscal year from July 2012 to June 2013, the Avery Research Center Archives had 426 on-site research visits. For the fiscal year July 2013 through June 2014, the Archives had 512 research visits, 99 email queries, 123 phone queries, and 5 mail queries. Since June 2014, the Avery archives have had 56 on-site visits, 23 email queries, and 11 phone queries. Currently, the Archives does not document collection specific statistics, but has plans to begin gathering this information starting in 2015. For an online inventory of all of the Avery Research Center Archives Collections (including the collections selected for this project) please see:

http://avery.cofc.edu/archives/collection_list.php.

Holdings in the Avery Research Center Archives date from the late eighteenth century to the twenty-first century, and include documents, images, oral histories, audio-visual materials, printed materials, and cultural artifacts. The collections contain over 900 linear feet of archival holdings, more than 6,000 printed volumes, and over 1,700 hundred artifacts. The majority of the collection documents African American life in Charleston and the surrounding Lowcountry region. Major themes of the collections include education, civil rights activism, labor rights activism, and documentation of the African American Gullah-Geechee culture. The Avery Research Center Archives are freely open to researchers five days a week, Monday through Friday.

Accessibility through the Avery Research Center

Processed collections have Encoded Archival Description (EAD) finding aids available on the Avery Research Center website (http://avery.cofc.edu/archives/collection_list.php). Collections are also cataloged in the Addlestone Library's OPAC, with the MARC records uploaded into OCLC's WorldCat. Unprocessed collections receive an initial inventory conducted and made accessible by archives staff, and a brief record on our website's collection list. Efforts

are underway to provide brief records in the College's OPAC for all unprocessed collections. All collections selected for this project are processed and have EAD finding aids and/or MARC records freely available on-line. By the start of this project, all collections selected will have both EAD and MARC records freely available on-line. This will ensure the discoverability of these materials as the project progresses.

Accessibility through the Lowcountry Digital Library

The Lowcountry Digital Library (LCDL) (<http://lcdl.library.cofc.edu>) was founded in 2009 to promote free, online access to cultural heritage materials housed in a range of large and small academic, museum, library, and archival organizations in and around Charleston, South Carolina. As listed in LCDL's vision statement (<http://lcdl.library.cofc.edu/about>), "We (LCDL) make all of our content, documentation, and resources freely available on-line." Since 2009, LCDL's mission and vision have grown to encompass the South Carolina Lowcountry and historically interconnected Atlantic World organizations, such as the Barbados Museum & Historical Society. LCDL does not charge any public access fees, or participation fees for partner institutions who seek to host their collections in LCDL. Any archives, historical society, museum or library institutions in LCDL's geographic framework are eligible to become an LCDL member, provided that they agree to make any digitized content from their collections freely accessible online. All items in LCDL are harvested into and fully discoverable within the South Carolina Digital Library (SCDL) and the Digital Public Library of America (DPLA). This ensures discoverability of LCDL's partner institutions and their collections at a national and international level.

Access and use of materials is of primary concern for this grant. The Avery Research Center has thoroughly reviewed all materials selected and has permission to digitize all archival

collections listed in this proposal. All materials digitized under this grant will have a copyright status statement and access statement assigned to them as is appropriate under copyright law. This includes statements of public domain and creative commons licensing whenever possible. Copyright of several of the identified collections is maintained by the creator or by the Avery Research Center, and while Avery does have permission to digitize the materials, the rights statement will reflect that that creator holds copyright.

A very small number of items from the collections listed in this proposal have been digitized and are available through the Lowcountry Digital Library. In total, 93 items (318 pages) have been scanned from the Isaiah Bennett Papers, the Septima Clark Papers, the Esau Jenkins Papers and the Cleveland L. Sellers Papers. These items were requested for use in exhibitions and required digitization. Links to these items in LCDL are available in the collection spreadsheet included in the supplementary materials.

Digitization Standards and Technology

The Lowcountry Digital Library (LCDL) adheres to all digitization guidelines and best practices as set forth by the Federal Agencies Digitization Guidelines Initiatives (<http://www.digitizationguidelines.gov/>) for all digital surrogate creation. The College of Charleston, which serves as the institutional home to LCDL, has a state of the art digitization lab complete with three Epson Expression 10000XL Professional scanners, one BookEye 4V1 A1-sized planetary scanner, and one DLSG BookEdge scanner (for tightly bound materials). In order to efficiently and effectively digitize a project of this size, LCDL will purchase a Kodak i2600 ADF duplex scanner to digitize documents from the selected collections. The Kodak i2600 ADF duplex scanner has received positive reviews (see PC Magazine Review here: <http://www.pcmag.com/article2/0,2817,2393873,00.asp>), is highly efficient, and can create

digital surrogates as 600 dpi, 48 bit color TIFF files at a rate of over one hundred scans per hour. Only materials that have been evaluated for condition and are deemed capable of withstanding a sheet-fed scanner will be digitized in this manner. We anticipate that anywhere between fifty to seventy-five percent of the materials selected for this project will be eligible for digitization using this equipment.

LCDL is built on a Fedora Repository with a Blacklight/Hydra discovery layer that is populated by a Solr index. Blacklight (<http://projectblacklight.org/>) is an open source ruby on rails gem that provides a discovery layer for a Solr index (<http://lucene.apache.org/solr/>). Blacklight provides faceted browsing for users, ensuring enhanced discoverability. Our installation of Blacklight has been customized with multiple viewer types, from single image to multi-page compound object displays, to make access and discovery as user friendly as possible. Solr is a lightweight, highly efficient search platform that is scalable to millions of items. This allows for rapid indexing of new collections and advanced and nuanced searching capabilities, including browsable and sortable facets, in-depth, boolean advanced search functions (<http://lcdl.library.cofc.edu/lcdl/advanced>) and even page-level search results (<http://lcdl.library.cofc.edu/lcdl/catalog>). LCDL employs Drupal 7 to create and manage a comprehensive website for all of their digital collections including collection and institutional home pages that provide custom, collection specific search functions. Collection home pages and collection specific searching provide context for collections and granularity to searches that a generic discovery platform cannot deliver.

Metadata Creation and Enhanced Discoverability

All of the materials identified for this project have either Encoded Archival Description (EAD) finding aids available on the Avery Research Center website

(http://avery.cofc.edu/archives/collection_list.php) and/or MARC records available in the College of Charleston library catalog (<http://libcat.cofc.edu>). All of the collections included in this grant will have both EAD finding aids *and* MARC records available on-line before the start of the grant period. EAD finding aids and MARC records for the collections contain Library of Congress Subject Headings that can be re-used in the descriptive metadata that will be created for the digitized materials. Avery Research Center finding aids also contain collection level and folder level details that can be used for Title, Date, and Description information in the descriptive metadata. LCDL prefers to work with all forms of metadata in lightweight, tab-delimited text files. Therefore, using MarcEdit and in-house created stylesheets, LCDL will repurpose these existing descriptive materials and transform MARC and EAD records into tab-delimited text files as a basis for all metadata creation.

LCDL hosts MODS encoded transcripts for most manuscript collections, and is built to perform full-text searching of all encoded transcripts. In an effort to enhance the descriptions of the materials digitized for this project, and to promote public engagement with these materials, LCDL will launch a crowd-sourced transcription portal from the LCDL website in the final phase of this project. This portal will be built with the Scripto plugin (<http://scripto.org/>). Scripto is a free, open-source tool that enables community transcriptions of documents and multimedia files. This tool works with Omeka, Wordpress and Drupal content management systems. We will use this plugin to enable crowd-sourced transcription of selected, high-priority archival materials, which LCDL staff will then proof for consistency and content before adding them to the digitized material displayed online. While LCDL has not used this technology in the past to create transcriptions, this project could provide an excellent case study to determine the effectiveness of incorporating crowd-sourced transcriptions in future workflows.

Project Workflow

After materials have been evaluated for condition, the project digitization specialist hired through this NHPRC grant will digitize the sixteen collections identified in this narrative using imaging hardware appropriate for the material. Photographs and fragile documents will be digitized on an Epson Expression 10000XL flatbed scanner, oversized material will be digitized on the Bookeye 4V1 planetary scanner, and stable documents will be digitized using the Kodak i2600 scanner. LCDL's digitization lab uses SilverFast, FreeFlow, and Epson imaging software, with any final image correction completed using Adobe Photoshop. All digital files are created and saved in an archival, lossless format. As such, all materials scanned in this project will be saved as uncompressed, 48 bit color, 600+ dpi TIFF files. LCDL uses Adobe Photoshop's batch processing feature to create display images (2000 pixels/side, 300 dpi JPEGs) and thumbnail images (100 pixels/side, 96 dpi JPEGs). To save time, this batch processing of master files into display and thumbnail images can run in the background while the project digitization specialist continues to digitize materials.

After a collection is digitized, the project digitization specialist will use MarcEdit and in-house created stylesheets to transform existing EAD and MARC records into tab-delimited text files. These tab-delimited text files will form the basic descriptive metadata for the digitized materials. The project digitization specialist can then proof transformed descriptive metadata for adherence to LCDL, SCDL, and DPLA standards, and add any required technical metadata, such as digitization date and IMT type. Information on descriptive and digitization standards used by LCDL are available on our website (<http://lcdl.library.cofc.edu/materials>). After a collection is fully digitized and described in the above manner, the project digitization specialist will upload this tab delimited text file and the associated digital files into LCDL's digital library ingestion

client, OpenWMS (an open source Fedora Commons client from Rutgers University). OpenWMS serves as a staging area for all materials prior to upload into LCDL's Fedora Commons repository. OpenWMS also transforms our tab-delimited text files into FOXML (Fedora Object XML), which is the Fedora Commons native xml format. The LCDL director and principal investigator for this project, Heather Gilbert, will examine the metadata and digital files from this staging area for quality and conformance to standards, and ingest the approved content into LCDL. Finally, Gilbert will run a batch SOLR index to add the newly ingested content to the discovery layer of LCDL.

Digital Preservation and Sustainability

LCDL staff have established a three-fold plan for the digital preservation of all of the digitized materials in the Lowcountry Digital Library. All archival quality digital files, metadata, and transcripts are saved on the LCDL preservation storage server. This content then undergoes regular fixity and check-sum analysis, and is backed up to both an off-site storage server and to [Amazon Glacier](#) (as dark storage). In addition to these preservation measures, LCDL's Fedora Commons repository only holds display copies of all content, and archival digital files are only accessed to create display copies as needed. This ensures that the integrity of the preserved TIFF files for all digitized materials are maintained as long as possible.

A project of this nature will create a large amount of data to be stored and preserved, not just throughout the life of the project, but also into the future. As this is a digitization grant, we felt it was prudent to estimate the total amount of data that will be generated with a project of this nature. We estimated that this project would produce over eleven terabytes of TIFF files data. This is well over our current capacity for data storage. Therefore, we are requesting funds

to purchase an additional storage system. The purchase of a Synology RackStation RS3614RPxs Diskless System for network storage, 12 Western Digital RE WD4000FYYZ 4TB 64MB cache SATA 6.0Gb/s 3.5" enterprise internal hard drives and a 10GE (Intel X520-DA2) network adapter and installation kit supply this project with over 20 TB of storage space. While the hard drives purchased technically supply 48 TB of storage space, we raid and partition these drives for optimum backup and security. These processes use a large amount of storage space but protect against drive failure. We have had excellent success with this storage device set-up in the past and believe that purchasing a second configuration would be necessary to support a project of this size. Please see our supplementary budget narrative for data size calculations and hardware details.

Project Promotion

To increase public awareness about this digitization project, and to provide greater historical context for these materials, the Avery Research Center's Public Historian and Co-Director of the Lowcountry Digital History Initiative (LDHI) (<http://ldhi.library.cofc.edu>), Mary Battle, will work with LDHI staff to create no less than two online exhibitions that feature materials digitized during this project. In addition, LCDL and Avery staff will create custom digital collection web pages and/or announcements on both the Lowcountry Digital Library and Avery Research Center websites. Announcements about the newly digitized collections will also be released on relevant listservs including the Society of American Archivists, Humanities and Social Sciences On-line (H-Net) and South Carolina Archival Association (SCAA). The digital collections will be further promoted via social media, including LCDL's Tumblr, Twitter and Facebook feeds, SCDL's Facebook page, and the DPLA's Tumblr and Twitter feeds. College of

Charleston will publish an official press release announcing the award and completion of the project. LCDL and Avery Research Center staff will publicize the project on-campus to ensure faculty and students are aware of the material for their research, and Spelbring and Battle will present to local school and/or community groups about using the collections. Gilbert will work with the Addlestone Library's development officer to raise awareness about the digital collections through local media.

In addition to these efforts, the South Carolina Digital Library (SCDL) and the Lowcountry Digital Library (LCDL) have an ongoing outreach program and will publicize the digital collections. Staff from LCDL and SCDL frequently speak at conferences attended by K-12 educators, university faculty, and cultural heritage professionals and will highlight these new digital acquisitions. After the successful completion of the grant, Gilbert and Spelbring will apply to present at the Society of American Archivists annual conference and at regional archival and library association annual conferences to promote awareness of this project.

Plan of Work for the Grant Period

- July-August, 2015: Project Digitization Specialist interviewed and hired.
- October 1, 2015-November 30, 2015: Manager of Archival Services at the Avery Research Center will prioritize materials for digitization based on content and condition at the collection level.
- October 1, 2015: Project Digitization Specialist begins work. Digitization and description of high priority collections begins.
- September 1, 2016: High priority collections completed and uploaded into LCDL. Digitization of moderate priority collections begins.
- January 13, 2017: Moderate priority collections completed and uploaded into LCDL. Digitization of low priority collections begins. Crowd-sourced transcription portal launched on LCDL website.

- March 31, 2017: Digitization and description completed. All 16 collections uploaded and freely accessible online.

Key Personnel

Heather Gilbert, Principal Investigator, Interim Head of Digital Scholarship and Services at the College of Charleston, Project Director for the Lowcountry Digital Library, and Associate Director for the Coastal Region at the South Carolina Digital Library. Gilbert graduated from the University of South Carolina with her MLIS in 2011. She brings over ten years of web development and digital design experience to the project and has presented at conferences across the nation on metadata standards and digitization initiatives in archives. Gilbert also holds an MFA from the Pennsylvania Academy of Fine Arts. She will serve as the supervisor of all digitization and metadata creation for this project, and will be responsible for training and supervising the project digitization specialist hired for this project. Gilbert will also assure quality control for all digitized and described material for this project, and will be responsible for the ingestion of all digital content into LCDL.

Aaron Spelbring, Co-Principal Investigator, Manager of Archival Services, College of Charleston's Avery Research Center for African American History and Culture. Spelbring graduated from the School of Information at the University of Texas at Austin in 2003 with an MSIS. He brings over ten years of archival experience, and has supervised previous digitization grants through the Gaylord and Dorothy Donnelley Foundation. Spelbring serves as the Avery Research Center's liaison to the Lowcountry Digital Library, and as a community representative for the Digital Public Library of America. He regularly trains Avery staff on LCDL digitization and metadata creation procedures. He is responsible for the selection, prioritization, condition evaluation, and transportation of materials to Addlestone Library from the Avery Research Center for this project.

Mary Battle, Scholarly Consultant, Public Historian, College of Charleston's Avery Research Center for African American History and Culture, Co-Director of the Lowcountry Digital History Initiative. Battle received her PhD from Emory University's Graduate Institute of Liberal Arts in 2013, and her MA degree from the University of Mississippi's Center for the Study of Southern Culture in 2006. Her research focuses on representations of slavery and its race and class legacies in Charleston and the South Carolina Lowcountry. Battle will serve as the scholarly consultant for this project by assisting in the selection of materials, and in promoting the project as the collections are digitized through collaborative public presentations at the Avery Research Center and other relevant sites. In addition, Battle will lead the development of online exhibitions that draw from these collections once they are digitized through the Lowcountry Digital History Initiative (LDHI) (<http://ldhi.library.cofc.edu/>).

Performance Objectives

1. Digitize and describe 16 archival collections containing approximately 93,600 pages. Make all digitized material freely accessible and discoverable on the Lowcountry Digital Library, the South Carolina Digital Library, and the Digital Public Library of America.
2. Transform existing EAD and MARC records to create descriptive metadata for all digitized materials.
3. Revise the EAD finding aids and MARC records for the selected 16 collections in this project to include links to the digitized collections.
4. Create no less than two online exhibitions, featured on the Lowcountry Digital History Initiative (<http://ldhi.library.cofc.edu/>), that highlight the project's digitized materials.