

FACT SHEET

FY2009 Preservation of Library and Archival Materials

BACKGROUND

The documentary heritage of Massachusetts is essentially intact from its founding, and much rich information and documentation exists. Throughout the Commonwealth, repositories house irreplaceable collections of books, as well as private and public documents, which serve as a rich resource for researchers involved in local, state, regional, national, and international studies. Library staffs in public libraries, academic libraries and other repositories have long collected materials that document their immediate and adjoining locales, as well as focusing on specific collecting areas. Although much of this material is monographs and pamphlets, a significant portion is manuscript material (personal and organizational papers), photographs, posters, ticket stubs, broadsides, etc. Many of these collections are in need of conservation work to prolong their lives and to enable them to be handled. Through this grant program, applicants can focus on the particular preservation and conservation need(s) of their local history/special/archival collections.

The completion of a preservation survey and a library preservation action plan is required to be eligible for this program. The MBLC has funded numerous applications for Preservation Surveys with LSTA funds. The interest in preservation surveys has shown a serious concern among librarians for the long-term well-being of their collections. Preservation surveys, whether funded through LSTA grant funds or by individual libraries, have resulted in reports used by library staff and trustees to develop multi-year preservation action plans. These reports document such things as:

- the preservation problems in libraries as they relate to the collections (particularly the local history/special/archival ones)
- building concerns
- storage, enclosures, and handling practices
- environmental issues
- emergency preparedness
- preservation policy and planning
- in-house repairs
- reformatting needs
- commercial binding

This program will support the preservation of library and/or archival research materials with significant research value, including informational materials in print, non-print, manuscript, or other format or medium. Eligible materials include books, journals, newspapers (not covered under the Massachusetts Newspaper Project), documents, photographic prints and negatives, sound recordings, maps, architectural drawings, and other materials whose primary value is informational. Research value is defined as long-term significance. Age, aesthetic interest, or the degree of deterioration will not, in themselves, argue effectively for preservation if research values cannot also be established.

Eligible project activities include, but are not limited to, preservation microfilming of eligible materials according to current ANSI standards; a hybrid approach of preservation microfilming and digitization for access; preservation of photographic formats and the creation of prints and negatives as part of this process; the binding, matting, boxing, or other protective enclosures for preserved materials; the repair or rebinding of discrete collections of eligible materials; major conservation treatment by a qualified conservator or conservation treatment facility of eligible research materials with significant artifactual value; and, special shelving or storage furnishing for special format materials or for materials that will receive conservation treatment as part of a funded project and subsequently require special storage. Proof of ownership will be required for any project that involves the direct treatment of materials.

It does little good to expend the funds for conservation activity if, upon being returned to the library, the materials will be located in an area where their deterioration will continue as it had before treatment.

Therefore, it is crucial to note that no project will be funded that intends to return preserved (conserved) materials to a storage location that is not environmentally controlled. Each applicant will be required to certify that the storage area for the treated materials is environmentally controlled and that they are able to maintain constant temperature, relative humidity, light, Ultra-Violet radiation and air quality levels based, in-so-far as is possible, on the recommended standards for the materials involved.

MASSACHUSETTS LONG-RANGE PLAN GOAL

Goal 1: Massachusetts residents, no matter where they live, will find and obtain the resources they need using an improved technological infrastructure that links all types of libraries and provides and coordinates shared electronic resources. Residents will have access to digitized images of unique and valuable resources, improved access tools, and properly preserved physical and electronic materials.

PROGRAM ELIGIBILITY

Any library or cooperating group that meets standard eligibility requirements for Direct Grant programs may apply. A cooperating group may apply on behalf of one or more of its members. To apply for funds, a library or cooperating group must:

- Have completed a "Preservation Survey" within the past five years and developed a Preservation Action Plan based on this survey.
- Be a member of a regional library system and, for public libraries only, remain certified in the State Aid for Public Libraries Program throughout the application and award process.
- Have a long-range plan on file at the MBLC by October 1, 2007 that meets the requirements of the *Massachusetts Long-Range Plan, 2008-2012* and the *LSTA Policies and Procedures 2008-2012*. If a plan is already on file, an updated Action Plan for FY2009 must be on file by **December 3, 2007**. If a cooperating group is applying on behalf of one or more of its members, all participants must meet this requirement.
- Provide at least one fifth of the total project costs to achieve the required 4 to 1 ratio of federal to local funds.

PRIORITIES AND FUNDING

Under this program priority will be given to materials of local, state, regional, or national importance that contribute to an understanding of our historic and cultural heritage. Preference will be given to collections in the following order and subject areas: 1) collections documenting significant Massachusetts historical, geographical, cultural, economic, and natural developments and/or collections with direct application and relevance to Massachusetts; 2) unique collections representing resources unavailable in any other repository; and 3) collections located in Massachusetts repositories that provide a unique and/or cohesive resource, independent of subject area. Libraries will be awarded grants ranging from \$5,000 to \$40,000.

INTERESTED?

Applicants must submit a **Letter of Intent** (form enclosed) by **December 3, 2007** with the "Preservation of Library and Archival Materials" option checked off under **TYPE**. Applicants should refer to the enclosed calendar of due dates in this year's round. An informational workshop to assist applicants in completing an application for this program will be held in late January or early February 2008. A preliminary schedule is enclosed. If you need more information about this program, please call Gregor Trinkaus-Randall at the MBLC, 800-952-7403 x 236 or e-mail him at gregor.trinkaus-randall@state.ma.us.