

Request for Proposal  
Metadata Mini-Grant  
Community Library  
44 Burrer Drive  
Sunbury, OH 43074

## **Introduction**

The Community Library is considering proposals for a qualified metadata remediator to update the existing Dublin Core metadata associated with records in its digital library, [Delaware County Memory](#). The remediation of the metadata must meet the standards of the Ohio Digital Network (ODN) for inclusion in the Digital Public Library of America (DPLA).

## **Project Background**

The Delaware County Memory Project began in November of 2010. Its purpose has been to provide a digital environment for all county-wide local history organizations to have remote access to a central server in order to upload their own digitized materials to Delaware County Memory. Since the beginning of the project, Community Library has acted as the hub for all in-coming collections.

## **Project Description**

In order to meet the goal of having our collections harvested by the Digital Public Library (DPLA), the metadata remediator will make use of the Metadata Application Profile (MAP) provided by the Ohio Digital Network (ODN). The metadata on each item title page will have to be manually corrected to reflect required and optional Dublin Core elements. Our Digital Asset Management System is Omeka. The OAI-PMH plug-in is installed and activated.

## **Scope of Work**

- Review and modify the Dublin Core metadata attached to each title in [Delaware County Memory](#).
- Ensure that the newly modified metadata meets Ohio Digital Network (MAP) standards.

## **Desired Qualifications**

The ideal candidate should have a firm foundation in Dublin Core, MAP, experience with Omeka and, although not required, a genuine interest in history. A willingness to question the assignment of DC elements to certain fields is welcome.

## **Funding**

This project is temporary and dependent upon Community Library's receipt of a Metadata Mini-Grant through the State Library of Ohio. The grant provides funding up to \$4999.00 dollars for accurate metadata remediation. 80% of the grant will be dispersed at the beginning of the grant cycle in January, and the remaining 20% in September.

## **Submission Deadline and Contact**

Please submit a resume that outlines your metadata remediation experience, your familiarity with Omeka, and any other experience that qualifies you for the job, and your hourly rate. The submission deadline is Friday, December 4, 2020 at 5:00pm. Submit questions by email to [margaret@yourcl.org](mailto:margaret@yourcl.org).