

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 coordinator 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 software 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 or similar digital asset management software 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 has been selected for funding by the LSTA Metadata Mini-Grant through the State Library of Ohio. The grant provides funding up to \$3,500.00 dollars for accurate metadata remediation. We estimate that a professional remediator can complete the job in 140 hours at a rate of \$25/hr. 80% of the grant will be dispersed at the beginning of the grant cycle in January, 2021, and the remaining 20% by September, 2021.

Submission Deadline and Contact

Please submit a resume that outlines your metadata remediation experience, your familiarity with Omeka or similar digital asset management software, and any other experience that qualifies you for the job. The submission deadline is Friday, January 15, 2021 at 5:00pm. Submit questions by email to margaret@yourcl.org.