

2015-2016 LARRP Digitization Proposal  
Digital Library of the Caribbean (FIU)  
*The Herald*

**Abstract**

On behalf of the Digital Library of the Caribbean (dLOC), Florida International University is requesting \$6920 towards the digitization of the *Herald*, a newspaper published on St. Croix, US Virgin Islands from 1915-1925. The project will be carried out with dLOC partners the University of the Virgin Islands, the University of Florida, and additionally the US Virgin Islands Division of Libraries, Archives, and Museums. The latter holds the actual copies of the newspaper which are in very fragile condition. The project seeks to preserve them.

**Statement on Overall Value to Latin Americanist & Caribbean Research Community**

The *Herald* was a weekly newspaper established November 1, 1915 by Crucian David Hamilton Jackson (1884-1946). Reared on St. Croix, Jackson earned a law degree at Howard University in 1910 and spent his life as lawyer, activist, journalist, legislator, and judge. At the time St. Croix along with St. Thomas and St. John was part of the Danish West Indies. Jackson visited Denmark and successfully petitioned the King and Parliament to overturn the 1779 law that provided strict control by the government of the local press. Upon his return he founded the *Herald* which he published for 10 years. Though Jackson was an advocate of the transfer of the Virgin Islands from Danish to US control in 1917, he also took the lead in successfully arguing for the status of US citizenship to be bestowed upon Virgin Islanders.

The *Herald* became the outlet in which Jackson sought to encourage the development of the US Virgin Islands' population beyond the mentality of servitude created in the period of enslavement on the islands. He assisted in organizing a labor union and assisted in strikes on St. Croix and St. Thomas that were successful in raising wages for sugar cane and shipyard workers. To this day November 1 is the local Liberty Day holiday that commemorates Jackson's success in establishing a free press for the islands, especially as a local person of color.

So far issues of the *Herald* have only been identified in the West India Collection of the St. Thomas Public Library and at the Library of Congress. Issues held on St. Thomas are especially fragile and digitization is critical to their preservation. While the Territorial Archivist of the Virgin Islands is amenable to a digitization project, the staff in the Division of Libraries, Archives and Museums has neither equipment nor expertise to carry out that task. The Territorial Archivist has agreed for the University of the Virgin Islands Libraries to take the lead in digitizing *Herald* issues with assistance from the University of Florida Digital Library Center. UVI is a charter dLOC member and the UF DLC serves as the technical headquarters for the Digital Library of the Caribbean. If funding is successful, dLOC will reach out in the future to the Library of Congress to determine if its holdings fill in gaps of the St. Thomas collection and establish a collaborative project to digitize LC holdings to make the *Herald* in dLOC as complete as possible.

2017 will mark the centennial of the transfer of the Danish West Indies that established the US territory known as the United States Virgin Islands. Making the *Herald* accessible through dLOC will provide scholars with an important historical document for this early period in the modern history of St. Croix, St. Thomas, and St. John. For example, the islands were under government control by the US Navy from 1917-1931. The *Herald* would possibly show Jackson's opinion of the problems that ensued from less than respectful white naval officers interacting with a majority population of color. The newspaper chronicles daily life on St. Croix and contains news from nearby islands. It will be of interest for issues related to US Virgin Island history, the United States as controller of colonial possessions, and Afro Caribbean life.

### **Open Access Commitment Outlined**

The Digital Library of the Caribbean ([www.dloc.com](http://www.dloc.com)) is a collaborative, multi-institutional database in which over 35 partners digitize and share their resources in a stable digital environment. Member content is non-exclusive in dLOC so that partners may employ their contributions in other venues. dLOC is committed to sharing content in an open access model. 16 financially supporting members ensure that dLOC's open access model is sustainable.

### **Project Description**

We seek to digitize 727 issues of the *Herald* covering years 1917, 1919, 1920, 1922, 1923-1925 that are currently held in the St. Thomas Public Library's West India Collection. The USVI Division of Libraries, Archives and Museums has agreed to let the University of the Virgin Islands Libraries (St. Thomas campus) do the scanning in the Ralph M. Paiewonsky Library at UVI. In order to expedite the project, UVI staff will be assisted by University of Florida Digital Library Center staff that assist in dLOC training. This 'side by side' training approach will assist in growing UVI library staff who can deliver more dLOC content in the future. dLOC will also contribute a portable digitization equipment kit to be use in situ.

### **Copyright/Permissions**

dLOC supports US Copyright Law as well as moral and cultural heritage rights, and other applicable rights. In order to support these rights for dLOC, partners, and constituencies, the Libraries follow a permissions-based model (<http://dloc.com/AA00002865>). Full documentation on rights and permissions in place are maintained for all materials. The 1917-1923 issues for the *Herald* would be in the public domain. The 1924-1925 issues fall under public domain since there is no announcement of copyright their renewal.

### **Metadata**

Metadata Encoding and Transmission Standard (METS; <http://www.loc.gov/standards/mets/>) metadata is created using the SobekCM tools and system, which are a full suite of production, digital collection (access), and repository (preservation) tools. The production workflow is integrated with the access system for consistency. As items are processed, the metadata is enhanced automatically and

manually as objects move through the imaging/curation workflows. The SobekCM system assigns a unique Bibliographic Identifier (BibID) to each object processed and that BibID is used to track the item (see UF Metadata Information, <http://ufdc.ufl.edu/sobekcm/metadata>). The METS files include technical and structural data about each image, as well as descriptive and administrative information. Any pre-existing metadata (e.g., from catalog records, finding aids, museum accession records) will be imported into the SobekCM system at the first stage, before the start of imaging. The metadata for materials is prepared by catalogers, archivists, subject matter experts, registrars, curators, and others as appropriate for the project.

The SobekCM system stores all metadata in METS/MODS as well as automatically transforming and providing the metadata in MARCXML and Qualified Dublin Core, with all metadata accessible online. All materials are optimized for search engine access to ensure worldwide reach through Google and other search engines. SobekCM includes integrated support for OAI-PMH ([Open Archives Initiative or OAI](#)) to ensure all metadata is harvestable following OAI-PMH standards.

The SobekCM system specifications are optimized for data exchange for harvesting by other digital libraries such as the U.S. National Science Foundation's [National Science Digital Library](#), the U.S. Institute for Museum and Library Services' [National Leadership Grant collection](#), and [OAIster](#) at the University of Michigan.

Imaged object files are delivered online in JPG, JPG2000, and JPG thumbnail images along with the OCR text files (TXT and PRO, for location of text on the image files) and with the metadata, displayed as a "citation" and also available and displayed in all metadata formats (METS/MODS, MARCXML, Qualified Dublin Core).

dLOC routinely creates metadata records for content it adds. Special effort will be taken to include LARRP as a metatag.

## **Work Plan**

*Principal Investigator:* Brooke Wooldridge, Project Director, Digital Library of the Caribbean, Florida International University (dLOC/FIU)  
Also responsible for disbursing funds

### *Other Personnel*

Judith Rogers, Director of Libraries, University of the Virgin Islands (UVI)

Ashley Till, Academic Support Services Librarian, University of the Virgin Islands (UVI)

Susan Lugo, Territorial Archivist, USVI Division of Libraries, Archives, and Museums (DLAM)

Gayle Williams, Latin American & Caribbean Information Services Librarian/dLOC  
Librarian, Florida International University

Will Canova, Digital Newspapers Project Coordinator, Digital Library Center, University of  
Florida

## **Budget**

Travel Training / Side by Side Scanning:

20 days

Flight - \$500 x 2 trips = \$1,000

Lodging = \$2,000 max (any additional costs will be covered from dLOC budget)

Local transport – 20 days x \$15 = \$300

Per diem for food – 20 days x 36 day = \$720 x 2 people = \$1,440

Image Correction and OCR

2,906 images x \$0.50 = \$1,453

Preservation / Online Loading:

727 issues x \$1 issue = \$727

Budget Total: \$6,920.00

## **dLOC Cost Share**

20 days project staff x \$150/day = \$3,000

Portable Digitization Station = \$6,000

## **Timeline**

Partners: Division of Libraries, Archives and Museums (DLAM), University of the Virgin Islands Libraries (UVI) and Digital Library of the Caribbean (dLOC)

May 2015

### **I. Pre-digitization activities**

a. UVI and DLAM to create the access plan to materials

b. dLOC to purchase traveling digitization equipment with membership dues

October 2015\*

### **II. Digitization Activities**

#### **a. First digitization working visit**

10 days dLOC representative working side by side with UVI and DLAM staff to digitize content

Goal – 1,500 images (9 days x 170 images/day)

December 2015\*

**b. Second digitization working visit**

Digitization technicians

10 days dLOC representative working side by side with UVI and DLAM staff to digitize content

Goal - 1,500 images (9 days x 170 images/day)

October-December 2015

**c. Digital workflow**

dLOC utilizes many types of equipment and relies on industry standards for digitization that adheres to digital preservation standards.

The common workflow is shown in the image below.



All imaging is completed in accordance with established professional standards. Imaging methods will depend on object characteristics, and follow principals and guidelines established in *Moving Theory into Practice: Digital Imaging for Libraries and Archives* by Anne R. Kenney and Oya Y. Rieger and Cornell University's *Digital Imaging Tutorial*. Imaging (i.e., scanning, text, metadata) is based on specifications previously established by dLOC and its partners (<http://digital.uflib.ufl.edu/technologies/documentation/imaging.htm>).

December 2015

**d. Quality Control**

Verify images and saving conventions (0001, 0002, and 0003)

Add structural metadata online

January 2016

**III. Post-digitization activities**

- a. Load Content Online
- b. Announce availability of content

\*Timeline dates may be adjusted to account for hurricane season weather.

**Post-project Assessment Plan**

Once digitized and loaded into dLOC, press releases will publicize the availability of the *St. Croix Herald*. Monthly statistics will be gathered to measure use.

**Previous LARRP Funding Status**

2013 funding for *El mundo* (Puerto Rico), 1936 issues—Digitization of the microfilm was successful and scans were loaded into dLOC in Fall 2014. The digital exhibit that will be added to enhance this collection will be available by July 2015.

2014 funding for *Noticias de hoy* (Cuba), 1959-1964—Digitization of microfilm is nearly completed and should be loaded into dLOC by Summer 2015.

**Contact Person:**

Gayle Williams (FIU LARRP representative)

Latin American & Caribbean Information Services Librarian/dLOC Librarian

Green Library 225

Florida International University

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# University of the Virgin Islands

*Historically American. Uniquely Caribbean. Globally Interactive.*

*Office of Information and Technology Services*

10 April 2015

Gayle Williams  
Latin American & Caribbean Information Services Librarian  
Green Library 225  
Florida International University  
11200 SW 8th Street  
Miami FL 33199

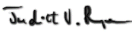
**Re: CRL 2015 LARRP Grant Proposal – Letter of Commitment**

Dear Ms. Williams:

This letter documents the intent of the University of the Virgin Islands Libraries to support digitization of The Herald newspapers currently held by the Territorial Archives, Division of Libraries, Archives and Museums, Department of Planning and Natural Resources (DPNR/DLAM) of the Government of the Virgin Islands. The request from the Digital Library of the Caribbean (dLOC) for 2015 funding through the Latin Americanist Research Resources Project of the Center for Research Libraries, would be a significant contribution to local efforts for digitizing this collection. These resources are considered a significant component in preparations for the upcoming Virgin Islands Centennial of Transfer Day in 2017.

UVI Libraries will partner with DPNR/DLAM and the Territorial Archives by providing resources at the University of the Virgin Islands, to digitize the materials from the Territorial Archives. The University of the Virgin Islands is a dLOC member, and is committed through the Libraries, in complying fully with the requirements of the award.

Sincerely,

DocuSigned by:  
  
9FFBF7D1D3C54F7...

Judith V. Rogers  
Director of Libraries

DC: Tina Koopmans  
Vice President, Information Services & Institutional Assessment



## GOVERNMENT OF THE UNITED STATES VIRGIN ISLANDS

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### DEPARTMENT OF PLANNING AND NATURAL RESOURCES

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St. Croix, U.S. Virgin Islands 00840-4474

Office of the Commissioner

Telephone: (340) 773-1082

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April 9, 2015

Gayle Williams  
Latin American & Caribbean Information Services Librarian  
Green Library 225  
Florida International University  
11200 SW 8th Street  
Miami FL 33199

#### **Re: Letter of Commitment - CRL 2015 LARRP Grant Proposal**

Dear Ms. Williams:

On behalf of the Territorial Archives, a unit of the Division of Libraries, Archives and Museums within the Department of Planning and Natural Resources (DPNR/DLAM) of the Government of the Virgin Islands, this letter is tendered in support of the grant application being submitted by Florida International University's Digital Library of the Caribbean (DLoC) for 2015 funding through the Latin Americanist Research Resources Project of the Center for Research Libraries.

The purpose of the grant is to digitize the historical newspaper holdings of the Territorial Archives for *The Herald*, a newspaper published and edited from 1915 to 1925 by one of the most notable historical figures in Danish West Indian and the territorial history of the U.S. Virgin Islands, D. Hamilton Jackson. An educator, lawyer, judge and politician, Jackson's life, career and newspaper publishing spanned the significant period of transition from 250 years of colonial status under Denmark to the politically turbulent years following the transfer of the islands to the U.S. Virgin Islands on March 31, 1917. The Centennial of Transfer Day is now approaching in 2017, providing an opportune time to reflect on the accomplishments and opinions of this champion of the free press and heroic labor leader as chronicled in "the voice of the people," *The Herald*. The grant will also provide funding to mount the digitized and searchable images of *The Herald* on the online portal of the Digital Library of the Caribbean (DLoC) where they will be freely accessible to and searchable by the educators, historians, social scientists, researchers, genealogists, students and the general public for the first time in almost 100 years.



If FIU DLoC's application is successful, DPNR/DLAM and its Territorial Archives will provide project partnership support by providing access to the materials to be digitized at the University of the Virgin Islands, by participating in the selection, handling and quality control decisions for the materials to be digitally captured, and by providing local coordination and additional guidance for the project and any other areas in which the Territorial Archives might be able to contribute to the grant program's outcomes.

For the foregoing reasons, DPNR/DLAM hereby affirms its project commitment, and agrees to fully comply with the terms of the grant, if awarded, and all applicable federal laws, regulations and requirements relating thereto. If additional information is needed in this regard kindly contact Ms. Althea V. Grant, Director – DBAS @ 774-3320 ext. 5140.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dawn L. Henry".

Dawn L. Henry, Esq.  
Commissioner Designee

Cc: Judith V. Rogers, Director, University Libraries, University of the Virgin Islands  
Ingrid A. Bough, Territorial Director, DPNR/DLAM  
Susan Laura Lugo, Territorial Archivist, DPNR/DLAM