

## 8 – 9<sup>th</sup> November 2012 | How to set up and run a data service

The Digital Preservation Coalition is pleased to offer **two fully funded scholarships** to attend the How to Set up and Run a Data Service workshop at the UK Data Archive, University of Essex, Colchester, 8<sup>th</sup> - 9<sup>th</sup> November 2012.

*‘How to set up and run a data service: the challenges of social science data’* is a once-a-year opportunity to go behind the scenes and learn first-hand from specialists at the UK Data Archive. Over one and a half days, participants will learn about the strategies and practices used in the Archive's daily work, with a focus on storing and sharing social science data, including microdata, aggregate, qualitative and historical data. The UK Data Archive has over 40 years of experience in selecting, ingesting, curating and providing access to data.

Attendance at the How to Set up and Run a Data Service normally costs 250GBP per person. However, the Digital Preservation Coalition is pleased to offer **two fully funded scholarships** which meet the costs of the course. Applications are welcomed from DPC members and associates. The scholarship covers all tuition fees, course materials, access to online resources, lunch and refreshments. Travel, accommodation and subsistence are not funded.

This is the third time the DPC has offered scholarships to attend the course. Successful applicants will be asked to help promote the course and the work of the coalition. Participants should be actively working with storing and sharing data for research, or plan to in the near future and the course is especially suitable for those working with or managing social science data. This course is unlikely to be suitable for undergraduate or postgraduate students unless working specifically in a data archiving environment.

### Eligibility:

The scholarship is available to DPC members, associates and personal members. A full list of eligible institutions is supplied at the end of this document. Prospective members may also apply. Only one scholarship is available per member per round. The scholarship is not available to non-members and individuals that have previously attended DPTP.

### How to apply:

Applications should be received no later than 12:00 on Monday 1<sup>st</sup> October 2012 by email to [info@dpconline.org](mailto:info@dpconline.org). They should be no more than three pages (A4) and should include:

- a **covering letter** which matches the application to the criteria below
- a **one page CV** of the applicant
- the **explicit approval** from your line manager or other senior executive
- a short statement indicating your **relationship to a DPC member institution**.

The covering letter should describe:

- The role that the course will play in your career development
- The benefits that accrue to a DPC member from your attendance at DPTP
- Your function in your organisation and how this relates to Digital Preservation

Preference will be given to: junior staff and digital preservation practitioners who have not previously attended external digital preservation training; staff who would not otherwise be able to attend specialist training; and staff who will be able to apply learning outcomes of the course or specific modules directly and speedily to their work. Applicants should mention if any of these conditions pertain to their own applications.

Applications will be assessed by a selection committee on the above criteria whose decision is final. Successful applicants will be notified on or before 7<sup>th</sup> October 2012.

### Conditions of grant

It is our aim that the scholarship will deliver benefits to a DPC member, so the DPC makes only limited requirements of recipients. Recipients will be asked to present a short written report within 6 months of the grant showing how support from the DPC has helped career development and how the DPC's support has brought practical benefits to their employer. They may also be called on to act as informal ambassadors for Coalition from time to time.

We recommend that any member organisation which supports an application discusses appropriate outcomes and benefits for the institution prior to submission. Moreover, because only one grant is available per member institution, we recommend that applicants ensure that they are not inadvertently competing with colleagues.

### Eligible individuals

Personal members of the DPC are eligible to apply for these scholarships.

### Eligible organizations

Applications are welcome from officers and staff of the following organizations:

Archaeology Data Service	Archives and Records Association*
BBC	British Library
Cambridge University Library	Centre for E-Research (King's College London)
Creative Scotland*	Digital Curation Centre
English Heritage	Humanities Advanced Technology and Information Institute (University of Glasgow)
Information Directorate, University of York	JISC*
Leeds University Library	London School of Economics Library
The National Archives	National Library of Ireland
National Library of Scotland	National Library of Wales
National Records of Scotland	Natural History Museum
OCLC	Open University
Oxford University Library Service	Parliamentary Archives
Portico	Portsmouth University
Public Record Office of Northern Ireland	Publishers Licensing Society*
Research Councils UK*	Research Information Network
Royal Commissions on the Ancient and Historical Monuments of Scotland	Royal Commissions on the Ancient and Historical Monuments of Wales
Royal Museums Greenwich	St Andrews University
Tate	Trinity College Dublin
UK Data Archive (University of Essex)	UK LOCKSS Alliance
University of London Computing Centre	University of Manchester Library
Wellcome Library	

\*consortia and funders may nominate members, associates and grant holders – see below.

### Eligible consortia

In addition, individuals associated with or funded through the following agencies are:

- members of the Archives Records Association (formerly the Society of Archivists)
- staff funded through JISC project grants
- staff or students funded by a UK Research Council (RCUK)
- project staff funded by Creative Scotland

- staff of institutions that are associated with the Publishers' Licensing Society

Applicants from the Archives and Records Association should contact Susan Thomas or John Chambers before applying. Applicants from JISC should contact Neil Grindley (JISC), applicants from Research Council projects and institutions should contact Juan Biccaregui (STFC), applicants from Creative Scotland should contact Jaine Lumsden, applicants from the Publishers' Licensing Society should contact Sharon Robinson in the first instance.

The DPC may pass the details of the application to designated contacts within our member organisations as part of the assessment.

### **Prospective members**

Prospective members of the DPC are eligible for these scholarships. Organisations or individuals seeking to join the DPC should file their membership applications by Monday 24<sup>th</sup> September 2012 to qualify.

### **Other grants from the DPC Leadership Programme**

DPC will offer scholarships to attend DPTP in October 2012. Details will follow shortly.

The DPC Leadership programme seeks to support all relevant training so that members and their workforces can more quickly develop the skills necessary to ensure that our digital memory is available tomorrow. In addition to supporting our members' workforces the DPC seeks to reduce the risks that training providers face when developing and providing courses relevant to digital preservation.

Providers of such training courses are invited to discuss with the DPC Executive whether these would be appropriate for grants from the DPC Leadership Programme.

### **Further information**

For more information about 'How to Set up and Run a Data Service', including programme and registration, see: <http://www.data-archive.ac.uk/news-events/events.aspx?id=3295>

For questions relating to this grant programme, email [info@dpconline.org](mailto:info@dpconline.org)

For information about joining the Digital Preservation Coalition, see:  
<http://www.dpconline.org/>

For information about previous grants from the DPC Leadership Programme see:  
<http://www.dpconline.org/training/leadership-programme.html>