

DPC Prospectus

2024 – 2025



Digital Preservation Coalition

What is the Digital Preservation Coalition?

The Digital Preservation Coalition (DPC) is an international charitable foundation which supports digital preservation. We enable our members around the world to deliver resilient long-term access to digital content and services. We do this by supporting the digital preservation community, through targeted advocacy, training and workforce development, by showcasing good practice and by remaining dynamic, accountable, and sustainable as an organization.

We deliver a program, driven by member needs, which benefits everyone working in digital preservation around the world. We are building a welcoming and inclusive global community which works together to bring about a sustainable future for our digital assets. We offer partnership and support for all sectors, agencies and individuals who share our vision and values.

What are the benefits of membership?

Benefits of Membership <i>A summary of the DPC member benefits is shown below with a full list on the DPC website</i>	Full Member	Associate Member
<u>Become part of and benefit from the global expert community of the Coalition and its members</u>	✓	✓
<u>Drive the DPC strategy and work plan to meet your own requirements</u>	✓	x
Commission DPC's specialist program of <u>publications, activities and events</u> to inform your digital preservation work	✓	x
<u>Receive direct support from DPC staff and subject specialists</u>	✓	x
Attend Members Unconferences and Networking Events in locations around the world	✓	✓
<u>Establish and participate in cross-sector task forces and special interest groups</u>	✓	✓
<u>Participate in events on advanced digital preservation topics</u>	5 guaranteed places per event	1 guaranteed place per event
<u>Gain priority access to online and in-person training</u>	✓	✓
<u>Access grants from the DPC Career Development Fund</u>	✓	✓
<u>Gain priority access to DPC resources on digital preservation topics</u>	✓	✓
<u>Receive support in maturity modeling with the DPC's Rapid Assessment Model (RAM)</u>	✓	✓
Maintain contact with your organization's own dedicated DPC staff member through the DPC Champions program	✓	✓
Participate in <u>thematic Sub-Committees to oversee and develop our program</u>	✓	✓
<u>Join the DPC Representative Council and nominate to the Executive Board</u>	✓	x

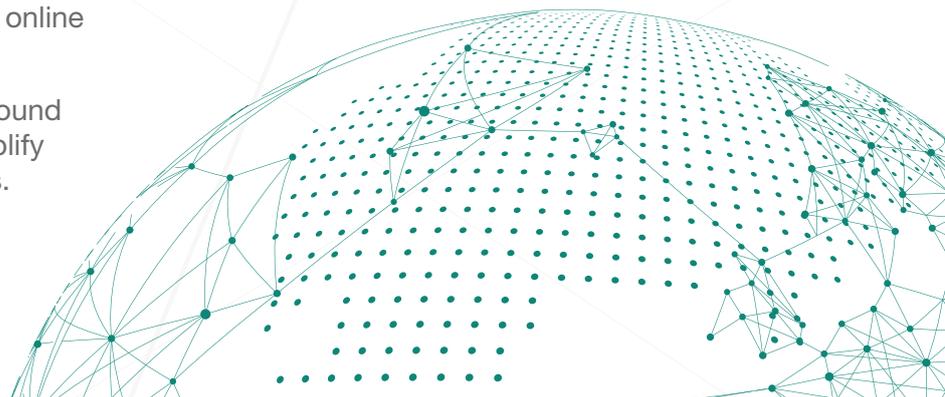


What does the DPC do?

We deliver a set of practical events, activities, and publications around digital preservation each year. These are commissioned and overseen by DPC members. The program is the result of continuous consultation with members around the world, about their needs and their successes, and the emerging needs of the community globally.

Our activities and our community span multiple time zones, so we aim to ensure this program is accessible and useful to all. We record our main events so they can be accessed when most convenient. Where possible, we repeat events across multiple time zones with new material added each time, subject to suitability, capacity, and demand. Key resources, including this prospectus, are available in multiple languages, and we translate materials whenever possible. We will continue to expand the availability of our online materials through translation.

We consult partners and communities around the world to understand their needs, amplify their successes, and support their efforts.





Highlights for 2024-2025

Digital Preservation Awards

16 SEPTEMBER 2024

The Digital Preservation Awards are held every two years and celebrate the work of our welcoming, inclusive, and innovative global community, focusing on initiatives, projects and collaborations which bring about a sustainable future for our digital assets. The 2024 awards will be presented at an exciting ceremony at the iPres 2024 Conference in Ghent.

Launch of the DPC Americas Program

OCTOBER 2024

The Digital Preservation Coalition begins a new chapter of our work supporting existing and new members across the Americas. Led by a DPC-dedicated staff member based in New York, this work will bring greater attention and access to good practice and excellence within the dynamic digital preservation community from across the Americas. Our DPC Americas program of work will be launched by a series of events for members and other organizations interested in finding out more about the DPC, across the region.

Development of the Digital Preservation Handbook, Third Edition

THROUGHOUT THE YEAR

Starting in 2024/25 and into 2025/26, we will undertake a major project to develop a third edition of the popular Digital Preservation Handbook. As the new edition takes shape, there will be ample opportunities for community input and consultation. In particular, members will be invited to suggest material and resources for inclusion and to participate in the peer review of content.

World Digital Preservation Day

7 NOVEMBER 2024

World Digital Preservation Day 2024 brings together individuals and institutions from across the world through events and activities which celebrate and highlight digital preservation practice! The theme for this year is Preserving Our Digital Content: Celebrating Communities.

DPC Annual Members Unconference and Networking Events

EUROPE, AUSTRALIA AND THE AMERICAS

This event series will take place face-to-face on 3 continents and forms part of a worldwide program of member networking activities. In addition to meeting and networking with other members of the Coalition, an exciting program of fast-paced member-led talks and discussions will give DPC members the opportunity to take the floor and exchange ideas, showcase work and discuss key themes.

New Prototypes from the Registries of Good Practice project

THROUGHOUT THE YEAR

The Registries of Good Practice project will release the first version of the DigiPres Workbench in September at iPRES 2024. This will bring together information from preservation registries and real digital collections to provide new insights along with practical preservation tools. There will also be a new version of the DigiPres Publications Index in Spring 2025, adding records of preservation practice from a wider range of sources.



how do we make the case
for (enough) dedicated
digital preservation staff?



What's On?

The table below provides an at-a-glance view of our activities for the coming year. For more detail on each of these activities, click the links and see sections 1-5 for descriptions.

	Planned Activities for 2024-2025	Regular and Recurring Activities
August – October	<p>Events</p> <ul style="list-style-type: none"> The Digital Preservation Awards 2024 DPC Members Unconference and Networking event: Australasia and Asia-Pacific Launch of the DPC Americas Program Digital Preservation Futures Webinar Series and Community Forum: Appraisal of digital content <p>Resources</p> <ul style="list-style-type: none"> Digital Preservation Labour Market Analysis and Report Mental Health and Wellbeing Survey Report Skills Development Resource (S2P) 	<p>Every Week</p> <ul style="list-style-type: none"> #DPConnect <p>Every Month</p> <ul style="list-style-type: none"> #DPClinic DPC Reading Club <p>Every Three Months</p> <ul style="list-style-type: none"> Meetings of Executive Board and Representative Council <p>Advertised calls</p> <ul style="list-style-type: none"> Career Development Fund
November – January	<p>Events</p> <ul style="list-style-type: none"> World Digital Preservation Day Digital Preservation Awards 2024: Winners Webinars Digital preservation for an uncertain future Maturity Modeling Workshop: The RAM Jam AI and Digital Preservation <p>Resources</p> <ul style="list-style-type: none"> The Bit List of Endangered Digital Species: Interim Report Our Heritage, Our Stories Post-Custodial Digital Preservation Toolkit 	<p>Special Interest Groups and Task Forces</p> <p>Monthly</p> <ul style="list-style-type: none"> Preservation Registries Special Interest Group Python Study Group Program <p>Every 2 months</p> <ul style="list-style-type: none"> Audio Visual Special Interest Group Museums and Galleries Special Interest Working Group
February – April	<p>Events</p> <ul style="list-style-type: none"> Workflow Webinars Case studies on Access Preservation Planning Moving between digital preservation systems Maturity Modeling Support: RAM-balance Sessions 	<p>Every 3 months</p> <ul style="list-style-type: none"> National Libraries and Archives (NatLA) Special Interest Group Operational Preservation Systems (OPS) Special Interest Group Web Archiving and Preservation Special Interest Group
May – July	<p>Events</p> <ul style="list-style-type: none"> DPC Members Unconference and Networking event: Europe <p>Resources</p> <ul style="list-style-type: none"> Technology Watch Guidance Notes EDRMS Preservation Toolkit Recruitment Toolkit 	<p>Schedule to be confirmed</p> <ul style="list-style-type: none"> Fair Play Task Force Research Data Management Special Interest Group Mental Health and Wellbeing Survey Report
Date to be confirmed	<p>Events</p> <ul style="list-style-type: none"> DPC Members Unconference and Networking event: the Americas 	
Always available!	<ul style="list-style-type: none"> Digital Preservation Handbook 3.0 work starts this year on a new edition! Novice to Know-How online training Resources Technology Watch Series with new titles for this year DPC Consultancy 	

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Our work is in five strategic areas:

Community

The DPC is first and foremost a community: our activities sustain this community and enable it to collaborate and grow.

Events and Fora		
Name	Type/ Location	Date
#DPCconnect Informal drop-in sessions for conversation with members of the digital preservation around the world. Sign up to receive the joining link. Open to all.	Online event	Weekly October – November February – March May – June
Australasia and Asia-Pacific Support The DPC supports digital preservation communities of practice in the Australasia and Asia-Pacific region. Open to all.	Events/ Online events	As advertised
Digital Preservation Futures Webinar Series and Community Forum: Showcasing our DPC Supporters’ offering in turn, this event series will include another exciting online panel where we discuss integrations between systems. Members only.	Online events	October 2024
<u>DPC Members Unconference and Networking event: Australasia and Asia-Pacific</u> DPC Members are invited to join us for a day of networking, conversation and sharing at the National Archives of Australia in Canberra. Members only.	Event/ Canberra, Australia	15 October 2024
Launch of the DPC Americas Program Our DPC Americas program of work will be launched by a series of events for members and other organizations interested in finding out more about the DPC, across the region.	Events	October 2024
World Digital Preservation Day One day a year we celebrate all things digital preservation around the world. The theme for this year is Preserving Our Digital Content: Celebrating Communities.	Online events	7 November 2024
DPC Members Unconference and Networking event: Europe DPC Members are invited to join us for a day and a half of networking, conversation and sharing at a location accessible for those organizations based in Europe. Members only.	Event	May 2025
DPC Members Unconference and Networking event: the Americas As part of our DPC Americas program, we will offer a day of networking, conversation and sharing at an event located to suit members in the Americas. Members only.	Event	2025
DPC Buddy Network This year we will be inviting members to join a pilot ‘peer to peer’ network where specialists across the Coalition offer mutual support.	Peer Support	Coming this year
DPC-Digest weekly newsletter and <u>Member blog</u>	Online publication	Weekly

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Advocacy

The DPC represents the international digital preservation community: our activities contribute towards a climate of public and institutional policy which is better informed and better inclined towards digital preservation.

Activities	Type/ Location	Date
<u>The Digital Preservation Awards 2024</u> The Digital Preservation Awards celebrate the work of our welcoming, inclusive and innovative global community and focuses on initiatives, projects and collaborations which work together to bring about a sustainable future for our digital assets. Find out the winners at the presentation ceremony at the iPres Conference in Ghent.	Event/Online event	16 September 2024
Digital Preservation Awards 2024: Winners Webinars Our award-winners present the very best work in digital preservation. Attend this series to learn more about the state of the art and the initiatives that will be making (or have made) a huge impact in our field. Open to all.	Online events	December 2024

Resources

We will be updating and adding to our resources this year. Discover all the DPC resources available to help you with advocacy for digital preservation on our website: <https://www.dpconline.org/digipres>

The Bit List of Endangered Digital Species: Interim Report

A free-to-access and open resource for digital preservation advocacy, the DPC's Global Bit List of Endangered Digital Species (or Bit List for short) is a community-sourced list of at-risk digital materials which is revised every two years. This year we will publish an interim report based on the Bit List Council's ongoing review, with the next full publication presented in 2025.

November 2024

Curation Costs Exchange: update

This year work will begin to restore and enhance the Cost Comparison Tool which enables the digital preservation community to easily share and compare their curation costs.

July 2025

Working Groups and Task Forces

Bit List Council

The production of the Global Bit List of Endangered Digital Species is made possible through the generous support of the Bit List Council and their respective networks. All entries to the Bit List are reviewed by these dedicated organizations which represent global expertise in the preservation of listed digital species.

Ongoing

Supported Communities Task Force

A special initiative which aims to provide access to DPC support for communities committed to digital preservation in Low and Middle-Income Countries. This task force is global, with a particular focus on regions such as Africa, Latin-America, SE Asia and the Pacific. Our goal is to facilitate these communities in their endeavors to safeguard digital resources for future generations.

Coming this year

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Workforce Development

We provide opportunities for our members to acquire, develop and retain competent and responsive workforces that are ready to address the challenges of digital preservation.

Training	
<p>Novice to Know-How online training</p> <p>The DPC will continue to offer free of charge ‘Novice to Know-How’ online training to the community, including the original beginner level course, training in email preservation and new content on building a digital asset register. Development of the courses was funded by The National Archives, UK.</p>	Available now
<p><u>Python Study Group Program</u></p> <p>Together with the BitCurator Consortium, the DPC provides a regular and effective training program and community of learning focused on the development of scripting and coding skills, which can be practically and meaningfully applied to digital preservation activities and workflows.</p>	Every month in six-month cycles as advertised
<p>Training modules</p> <p>The DPC will develop new training and development opportunities, free for DPC members:</p> <ul style="list-style-type: none"> • Web Archiving for Beginners online course • More online courses on topics to be confirmed 	Coming this year
<p>* Tailored Introductory courses in digital preservation</p>	By invitation
<p>* Digital Preservation Lectures for Higher Education Institutions offering Information Studies Courses</p>	By invitation
<p><u>Career Development Fund</u></p> <p>Funded by DPC Supporters, the Career Development Fund provides grants for members to undertake training and professional development opportunities. Fully-funded grants are regularly offered for established courses, conferences, and events through calls for applications. DPC Members may also apply for funding to attend opportunities they have identified independently, allowing more flexibility to meet local development needs. Grant opportunities already planned for 2024 - 2025 include:</p> <ul style="list-style-type: none"> • International Digital Curation Conference (IDCC) • Society for Imaging Science and Technology (IS&T) Archiving Conference • Northeast Document Conservation Center (NEDCC) Digital Directions Conference • Discovering Collections, Discovering Communities (DCDC) Conference • Archives and Records Association (ARA) UK & Ireland Annual Conference • Australian Society of Archivists (ASA) Annual Conference • International Conference on Digital Preservation (iPRES) 	Coming this year

* The DPC welcomes invitations to speak directly to students at their teaching institutions. We can deliver tailored training sessions on request, dependent on availability. Training is offered free of charge to Full Members, and with a small charge for Associate Members. Scheduling of these sessions will depend on other program commitments.

Resources

We will be updating and adding to our resources this year. Discover all the DPC resources available to help you with workforce development for digital preservation on our website: <https://www.dpconline.org/digipres/prof-development>

Digital Preservation Handbook 3.0

Following the outcomes from the Handbook Scoping Project and discussion, a major revision of the Digital Preservation Handbook will begin this year! The Handbook provides guidance for institutions and individuals on a broad range of digital preservation issues, including a continually expanding range of practical tool demos and resources to help develop your digital preservation activities. The new edition is planned for publication in 2025.

Digital Preservation Labour Market Analysis and Report

The DPC has conducted an analysis of the digital preservation labour market, drawing on data gathered from job advertisements published on the DPC website. The information gathered will be shared through a published report and open data set.

August 2024

Mental Health and Wellbeing Survey Report

The DPC will publish a report based on an analysis of a Mental Health and Wellbeing Survey (data gathered March-April 2023).

August 2024

Skills Development Resource (S2P)

As part of the activities of the iPRES 2024 “Start to Preserve” sub-committee, the DPC has been leading a group that aims to establish an online resource to support skills development. The resource will facilitate the capture of information on education, training, and development opportunities relating to digital preservation.

September 2024

Recruitment Toolkit

Developing out of the DPC’s Digital Preservation Competency Framework and Labour Market Analysis, the Recruitment Toolkit will offer organizations practical support for recruiting digital preservation staff. This will include help with creating job descriptions, writing person specifications, advertising roles and interviewing candidates.

June 2025

Job advertisements and recruitment

Members are invited to post digital preservation job vacancies to the DPC website.

Ongoing

Special Interest Groups and Task Forces

DPC Reading Club

Join us each month to discuss a recently published article relevant to digital preservation.

Online events

Mental Health and Wellbeing Task Force

Building on the results of the Mental Health and Wellbeing Survey, the DPC will establish a task force to identify and develop good practice guidance and resources for supporting the digital preservation community.

Coming this year

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Good Practice

We support our members towards greater maturity in digital preservation by delivering knowledge exchange, continuous improvement, horizon scanning, advice on standards, authoritative publications, and through engaging and informative events.

Events

This is an indicative program and dates may change. All events are open for all to attend unless otherwise stated. Some events may have an attendance fee for non-members. See all events listings and up to date details on the DPC events page: <https://www.dpconline.org/events>

Name	Type/Location	Target Date
#DPClinic Monthly topical sessions invite discussion and debate around shared challenges in preservation. Topics include collaborative working environments, preserving knowledge by capturing experiences, the Oxford Common File Layout (OCFL).	Online events	Monthly
Appraisal of digital content	Online event	September 2024
Digital preservation for an uncertain future	Online event	November 2024
Maturity Modeling Workshop: The RAM Jam This year's 'RAM Jam' will provide another opportunity for members to share experiences of how they use the Rapid Assessment Model (RAM) .	Online Workshop	December 2024
AI and Digital Preservation	Online event	January 2025
Workflow Webinars Join this series of webinars to learn how others within the community approach particular aspects of the digital preservation lifecycle at their organizations.	Online Event	February 2025
Case studies on Access	Online event	March 2025
Preservation Planning	Online event	March 2025

<p>Moving between digital preservation systems</p>	<p>Online Workshop</p>	<p>April 2025</p>
<p>Maturity Modeling Support: RAM-balance Sessions Drop-in surgery sessions for DPC Members seeking support in Maturity Modeling and completing their <u>DPC Rapid Assessment Model (RAM)</u> assessments. Members only.</p>	<p>Online Surgery</p>	<p>April-May 2025</p>
<p>Digital Preservationists Anonymous (Fail Club) Join these confidential sessions to share and learn from others grappling with the challenge of digital preservation. Sessions will be run on demand and dependent on scheduling and availability in various locations around the world. Members only.</p>	<p>Event</p>	<p>On demand</p>



Resources and Toolkits

We will be updating and adding to our toolkits and resources this year. Discover all the DPC resources available to help you with your digital preservation work on our website: <https://www.dpconline.org/digipres>

Our Heritage, Our Stories Post-Custodial Digital Preservation Toolkit

The DPC is working with the University of Glasgow as part of the Our Heritage, Our Stories (OHOS) project to produce a preservation toolkit for those working with community generated digital content. The toolkit has been developed in collaboration with a range of community archives, and will include a range of practical guidance, support, and advice to those working with digital records in the community context.

November 2024

EDRMS Preservation Toolkit

This toolkit providing advice and guidance on the preservation of records held within an Electronic Document and Records Management Systems (EDRMS) or other record keeping systems will be revised and updated this year.

June 2025

Community Owned Tool Registry (COPTR)

COPTR will be reviewed as part of the Registries of Good Practice Project to ensure it remains fit for purpose.

Ongoing

Publications

Technology Watch Series

Our publication program represents the subjects we will be working on in 2024-2025, although other titles may be added. The subjects reflect the strategic needs of Full Members and the publications are overseen by the DPC Good Practice Sub-Committee. All members are offered early access to publications on the DPC website.

Technology Watch Reports

Providing in depth reference guides to specific content or data types:

- *Web Archiving (revision)*
- *Preservation Metadata (revision)*

Technology Watch Guidance Notes

Providing bite-sized overviews of specific digital preservation challenges and solutions:

- *Digital Forensics*
- *Cybersecurity*
- *Disaster Planning*
- *Preserving Digital Art*



DPC Support Services

DPC Direct Support

The DPC offers targeted support and advice to Full Members as part of their membership. Contact your DPC Champion to discuss your needs and how we can help.

DPC Consultancy

This year we will also offer consultancy for a trial period. This is a paid for service and is available at our discretion to all - members and non-members alike. Potential topics of work will be led by the DPC's expertise, including: maturity modeling, policy and strategy development, forward planning and bespoke digital preservation advice on a range of topics. We will seek to develop this offering in line with our Values, including: care for our members, resources, people and environment as well as maintaining our neutrality in respect to solutions, approaches, sectors, suppliers and vendors. Find out more about the support we can offer on our website and contact us to discuss your needs.

Special Interest Groups and Task Forces

These active Special Interest Groups (which explore a specific subject area on an ongoing basis) and Task Forces (which address a specific task on a time-limited basis) are open to members and invited guests and are spaces to discuss, debate and resolve issues on targeted topics in an informal and confidential way. Meetings will alternate in time to facilitate global participation.

Topic	When
Preservation Registries Special Interest Group	Every month
Audio Visual Special Interest Group	Every 2 months
Museums and Galleries Special Interest Group	Every 2 months
National Libraries and Archives (NatLA) Special Interest Group	Every 3 months
Operational Preservation Systems (OPS) Special Interest Group	Every 3 months
Web Archiving and Preservation Special Interest Group	3-4 online events per year
Fair Play Task Force	Schedule to be confirmed
Digital Forensics Special Interest Group	Schedule to be confirmed

Projects

Throughout the year, the DPC will undertake project work to enhance and deepen the community experience, and working to ensure the benefits are shared with the wider community.

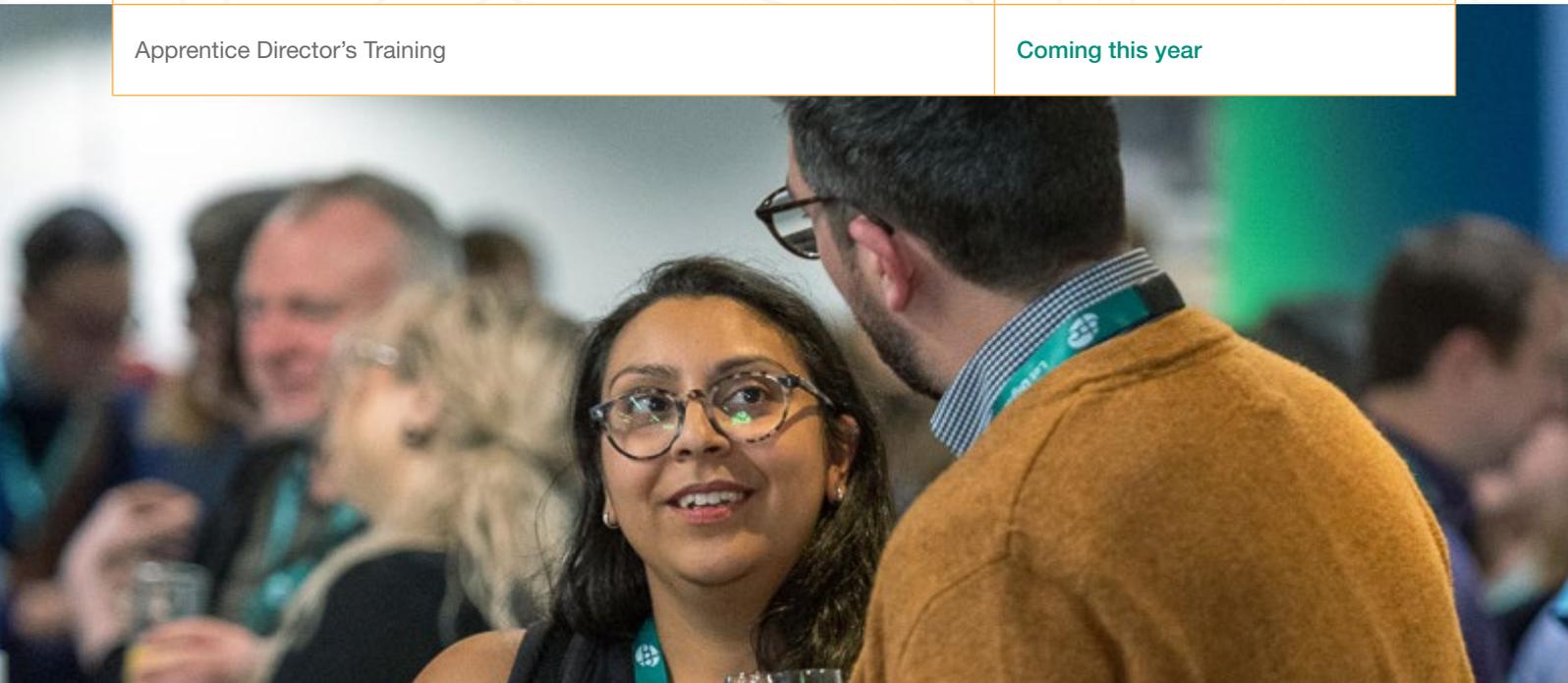
Registries of Good Practice	In January 2024, the DPC began a two-year collaboration with Yale University Library, exploring different ways to highlight and integrate the many registries and collections of good practice. We will work closely with the organizations that dedicate their time to building these resources to support and amplify the effort that goes into the services we all rely on.
Our Heritage, Our Stories (OHOS)	The OHOS project, by the Universities of Glasgow and Manchester and The National Archives (UK), aims to develop scalable linking and discoverability across community-generated digital content and the collections of The National Archives (UK).
Open Book Futures (OBF)	A follow on from the COPIM Project, the DPC will continue to enable knowledge exchange with the global digital preservation community, ensuring that open access publications are made resilient beyond the limits of the infrastructure through which they are created.
iREAL - AI and Indigenous heritage	The DPC is a project partner on the iREAL research project between the University of Glasgow, Kings College London and the Jumbunna Institute for Indigenous Education and Research at the University of Technology Sydney exploring inclusive requirements for AI in Libraries to support the respectful management of Indigenous knowledge.

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Accountable, Sustainable & Dynamic Governance

We will maintain and enhance our organizational functions and structures to ensure good governance, and we will demonstrate a commitment to members, to our values and to the greater good as laid down in the Articles of Association and our charitable objects.

Meeting type	Date
Meetings of Executive Board and Representative Council	Quarterly
Meetings of DPC Sub-Committees	Quarterly
Annual General Meeting	December 2024
Election of Chair and Vice Chair	November 2024
Annual Report	November 2024
Independent Auditor's Report	November 2024
Nominations to the DPC Board	January 2025
Recruitment for DPC Sub-Committees	January 2025
Register of Directors' Interests	Shared with members
Quarterly Reports and Workplans to members	Published Quarterly
Apprentice Director's Training	Coming this year



Here's why some of our latest members have joined the DPC:

“Having access to DPC resources and industry experts in digital preservation is essential for our team to be successful in the management of the bit level health of born digital records in our collections.”

Western Libraries, Canada

“We are excited to join the DPC community, not only as a new example of a contemporary archive in the making, but also to learn from the breadth of experience held in the DPC membership.”

The Flickr Foundation

“Membership in the DPC will offer us unique and valuable opportunities to take part in the international community of digital preservation and to access all of the knowledge and experience that the community holds.”

Swedish Tax Agency

“Joining the DPC offers many opportunities for collaboration, knowledge sharing and participation in leading preservation initiatives. We will have access to a wider range of resources, events and groups that will keep us at the forefront of developments in digital preservation.”

Bibliothèque nationale de France

“Membership is an opportunity for us to learn, share ideas and participate in the work of the Coalition and understand more about the knowledge and infrastructure requirements of a sustainable digital preservation ecosystem.”

Deakin University, Australia

Join us

Our members are found across many different sectors, in twenty-four countries and on six continents. They represent global corporations, national and local memory institutions, higher education and research institutions, broadcasters, strategic investors and funding bodies and professional bodies. As our membership continues to grow in diversity and in geographical range, so does the context in which we operate. We welcome applications from organizations of any kind provided they share our vision and principles.

There are three routes to guide and support the DPC:

- **Full Membership:** leadership roles with extended access to the Coalition and its staff and outputs, as well as the opportunity to direct the Coalition's activities to meet specific thematic areas.
- **Associate Membership:** access to events, programs and publications and the opportunity to develop innovative cross-sector partnerships.
- **DPC Supporters:** any organization which provides products or services to the digital preservation community is welcome to register as a DPC Supporter, sponsoring our work to extend the global digital preservation community.

Download an application pack by visiting the DPC website:

www.dpconline.org/join-us

Start a conversation about joining by emailing us at:

info@dpconline.org

This prospectus is also available in Spanish, French, German, Arabic and Chinese

Este programa está disponible en español

Ce programme est disponible en français

Dieses Programm ist in deutscher Sprache verfügbar

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本机构简介有中文版本

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Digital Preservation Coalition