

23 – 25 October 2013 | First Steps Towards Digital Preservation

The Digital Preservation Coalition is pleased to offer **two fully-funded scholarships** to attend the First Steps Towards Digital Preservation at GESIS, Leibniz Institute for the Social Sciences, Cologne, 23rd – 25th October 2013.

The workshop – which is taught entirely in English – is intended as a primer in digital preservation. It introduces central concepts of digital preservation, providing participants with a common terminology to understand preservation and dissemination workflows. The workshop will have a strong focus on organizational rather than technical issues and will include the following topics:

- What is digital preservation and why do we need it?
- The OAIS reference model
- Acquisition policies and selection criteria
- Licensing research data for preservation and re-use
- Communicating with user communities
- Trusted digital repositories.

Within this conceptual framework, participants will be encouraged to explore their and their organization's (actual or envisaged) role in digital preservation and challenges they are currently facing. They will also be introduced to tools and instruments (e.g. for the purpose of self-auditing) which can support the process of shaping a reliable digital preservation service.

This course is for you if you work in an organization or project planning to set up an archive or repository for digital preservation, or if your organization already has established a repository or archive but has not systematically considered aspects of digital preservation. Learning objectives are to gain an understanding of central concepts of digital preservation, as well as their practical application in the context of running an archive or repository; to become familiar with the digital preservation workflow; to understand how the selection/acquisition process but also the targeted user communities shape the preservation of digital assets; to gain awareness of challenges in digital preservation and ways of addressing them.

Attendance at First Steps in Digital Preservation normally costs 180Euro 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 first time the DPC has offered scholarships to attend the course and the first time we have supported a course outside of the UK or Ireland. Successful applicants will be asked to help promote the course and the work of the Coalition, and will be asked to evaluate the success of this programme with a view to a decision on continued funding.

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 11th October 2013 by email to 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 15th October 2013.

Note that registrations for the course are processed by GESIS. DPC cannot guarantee that places on the course will be held for unsuccessful candidates.

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
Digital Repository of Ireland	English Heritage
The Hampshire and Solent Alliance*	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	OCLC
Open University	Oxford University Library Service
Parliamentary Archives	Portico
Portsmouth University	Public Record Office of Northern Ireland
Publishers Licensing Society*	Research Councils UK*
Royal Commissions on the Ancient and Historical Monuments of Scotland	Royal Commissions on the Ancient and Historical Monuments of Wales
Royal Museums Greenwich	State Library of Queensland
St Andrews University	Tate
Trinity College Dublin	UK Data Archive (University of Essex)**
UK LOCKSS Alliance	University of Edinburgh (Library and Collections)
University of London Computing Centre	University of Manchester Library
Wellcome Library	

Correct at the time of publishing

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

** only eligible for this competition by special arrangement

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)
- staff of Creative Scotland or projects funded by them
- staff of institutions that are members of Publishers' Licensing Society

Applicants from the Archives and Records Association should contact Jeremy Leighton John or John Chambers before applying. Applicants from JISC should contact Neil Grindley (JISC), applicants from Research Council projects and institutions should contact Brian Matthews (STFC) and applicants from Creative Scotland should contact Alistair Evans. Applicants from the Publishers' Licensing Society and the Hampshire and Solent Alliance should contact the DPC offices in the first instance.

The DPC may pass the details of the application to designated contacts within these organisations as part of their 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 7th October to qualify.

Other grants from the DPC Leadership Programme

It is expected that we will offer scholarships to attend other courses in autumn 2013 though the number and date have not been confirmed. Announcements will be made on the members-only DPC-Discussion email list, on twitter and on the DPC website at <http://www.dpconline.org/newsroom>

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 'First steps towards digital preservation', including programme and registration, see: <http://www.gesis.org/en/events/gesis-workshops/digital-preservation-okt2013/>

For questions relating to this grant programme, email 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>