

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Institute of Museum & Library Services grant–Central Florida Memory Project

DEPARTMENT: Library & Leisure Services **DIVISION:** Administration

AUTHORIZED BY: *J. Suzy Goldman* **CONTACT:** J. Suzy Goldman **EXT.** 1600

Agenda Date <u>2/14/06</u> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Work Session <input type="checkbox"/> Briefing <input type="checkbox"/> Public Hearing – 1:30 <input type="checkbox"/> Public Hearing – 7:00 <input type="checkbox"/>

MOTION/RECOMMENDATION:

Approve continued participation as a partner in Institute of Museum & Library Services (IMLS) federal grant project and authorize Chairman to write a letter of support.

BACKGROUND:

On March 9, 2004 the BCC approved participation of the Museum of Seminole County History with the University of Central Florida (UCF) on an IMLS grant project. UCF is coordinating the Central Florida Memory Project, whereby historic photographs are made available on the internet. Only those collections that have been imaged and cataloged are being considered. Other participants are the Orange County Library System and the Orange County Regional History Center. There is no monetary commitment on the part of the County.

A letter of support from Seminole County has been requested by UCF, as well as a partnership statement for the second phase of the project.

Reviewed by:
Co Atty: _____
DFS: _____
Other: _____
DCM: <u>SS</u>
CM: <u>JG</u>
FileNo:CLLA01

Partnership Statement

1. Applicant Organization: University of Central Florida Libraries
2. Partner Organization: Museum of Seminole County History
3. Partners' key roles and responsibilities in the project:

Applicant Organization:

As the lead organization, the University of Central Florida (UCF) Libraries will provide in-kind contributions to the mission and goals of Central Florida Memory, including staff time and expertise in project planning and management, selection of objects for inclusion, furnishing descriptive information needed for metadata cataloging, coordination of image production, Web design and maintenance of the digital collection, supervision of metadata creation, and active participation on the various working groups and committees. Through IMLS funded activities, the UCF Libraries will provide project management, including support and assistance with selected document description and organization during the digitization process, as well as preparation, scanning, and metadata cataloging activities, insuring that all appropriate standards are met.

Partner Organization:

As a partner organization, the Museum of Seminole County History will provide in-kind contributions to the mission and goals of Central Florida Memory, including staff time and expertise in project planning, selection and organization of objects as candidates for inclusion in the digital collection, furnishing descriptive information needed for metadata cataloging, and active participation on the various working groups and committees.

We, the undersigned partner organization, agree to all of the following:

- We will carry out the activities described above and in the application Narrative.
- We will use any federal funds we receive from the applicant organization in accordance with applicable federal laws and regulations as set forth in the program guidelines and the terms and conditions of the grant award.
- We assure that our facilities and programs comply with applicable federal requirements and laws as set forth in the program guidelines.

Signature of Partner Authorized Representative/Authorizing Official

Date

Carlton Henley, Chairman, Board of County Commissioners

Name and Title of Partner Authorized Representative/Authorizing Official (Type or Print)

Signature of Applicant Representative

Date

Name and Title of Applicant Representative (Type or Print)

Signature of Applicant Authorizing Official

Date

Name and Title of Applicant Authorizing Official (Type or Print)



February 14, 2006

Ms. Mary L. Chute
Acting Director
Institute of Museum and Library Services
1100 Pennsylvania Avenue, NW
Room 802
Washington, DC 20506

Dear Dr. Martin:

I am writing in support of the Central Florida Memory Project and strongly urge that it be awarded a National Leadership Grant for Library and Museum Collaborations. Central Florida Memory is a strong regional and national model of how museum/library partnerships can benefit the community. The Central Florida area is one that is in constant transition. Rapid population growth, turnover and immigration have created a community without a sense of itself.

By digitizing and providing ready access to historic images and documents of the area, Central Florida Memory is a tool that helps create a sense of identity for the Central Florida region and its citizens. Travel dairies, photographs, maps and other resources can be viewed at home or in schools, bringing history alive for students, families and researchers, changing the way many citizens view the history of Central Florida. Site visitors are introduced with rich, varied history preceding the eras of theme parks, booming population and the Space Center.

I encourage you to consider this worthwhile project because of the strong contribution it make to our community in providing learning opportunities and in bringing together exciting collections illustrating the rich heritage of our area.

Sincerely,

Carlton Henley
Chairman
Seminole County Board of County Commissioners