Tribal Digital Stewardship Cohort Program Application (2019-2020)

Start of Block: Default Question Block

Q1 The Tribal Digital Stewardship Cohort Program is based on a cohort model, with pairs of participants from each institution (library, archive, museum, cultural center) entering the program at the same time. Applications must include two named participants, be signed by the organization’s manager or director, and be submitted by the institution. Applications are accepted from U.S. tribes, nations, and communities. **Applications must be received by midnight on April 1, 2019**. Read our Frequently Asked Questions for more information.

Q2 Submitting Institution
For example: "The Pokagon Band of Potawatomi Indians Department of Language and Culture", or "The Jemez Pueblo Community Library"

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Q3 Name of Person Submitting Application

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Q4 Title

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Q5 Tribal Affiliation (optional)

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Q6 Phone Number

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Q7 Email

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Q8 List your department or program supervisor's name and contact information if they will need to give final approval for taking part in the TDSCP training.

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Q9 How did you hear about the Tribal Digital Stewardship Cohort Program?

* The Sustainable Heritage Network
* Email
* CDSC Website
* ATALM
* Word of Mouth
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Q10 What types of materials do you have in your collections? Click all that apply.

* Audio
* Photographs
* Film and Video
* CDs and DVDs, or other optical media
* Documents
* Maps, newspapers or other large formats
* Digital collections
* Museum items (3d objects)
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Q11 Who are the main users of your collections?

* Tribal members
* Local schools
* Native scholars
* Non-Native scholars
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Q12 What do you see as the strengths of your collections?

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Q13 What do you see as the gaps in your collections?

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Q14 Have you visited collections relating to your tribe at federal repositories such as the Smithsonian Institution or the Library of Congress? If yes, please elaborate on which institutions and what your visits entailed.

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Q15 Have you completed digital projects? Do you have any plans for future digital projects? Please explain both.

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Q16 How do you currently share and/or provide access to your collections (archival, library, museum, language, etc.) in your community?

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Q17 Do you currently use any of the following Content Management Systems or other software to manage collections and/or provide access?

* PastPerfect
* Mukurtu CMS
* Filemaker Pro
* CONTENTdm
* We use spreadsheets to organize our collections
* We do not currently have anything in place
* We use a database or system that was designed in-house
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Q18 What policies do you currently have in place, if any?

* Collections Development Policy
* Access and Use Policy
* Donations/Donor Policy
* Digitization Policy
* Digital Preservation Policy
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Q19 Describe how you believe being part of the Cohort program will benefit your department, institution, tribe, and/or community.

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Q20 Describe how participation in the Cohort program will support your Tribal or departmental mission, values, or goals.

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Q21 Describe the level of staffing in your department or institution.

For example: I am the only employee, we have three full time staff members, we have help from the language department when available, I supervise a team of volunteers, etc.

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Q22 Which two employees of the institution will participate in the Cohort program? The application must list two people to be considered.

Q23 Employee 1: Name, Title, Department, Phone, Email

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Q24 Employee 2: Name, Title, Department, Phone, Email (two participants are required)

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