



# Advancing the National Digital Platform:

## **The State of Digitization in US Public and State Libraries**

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# Advancing the National Digital Platform: The State of Digitization in US Public and State Libraries

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## EXECUTIVE SUMMARY

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In an era when online discovery and access to information and knowledge is not only desirable but often an expectation, access to the materials stewarded by libraries and other cultural heritage organizations is of critical importance. These institutions hold a wealth of materials—not only those that are ubiquitously available, such as books and journals, but also unique materials, collected on behalf of the communities they serve.

Academic, research and national libraries across the world have made enormous strides in digitizing and providing network access to their distinctive collections. It is clear that there is also a place and space for public libraries to digitize their own unique materials. Although many assertions have been made about the role of public libraries, the nature of their unique collections and their ability to deliver this content online, we have not had a clear picture of the opportunities and challenges in this space for US public libraries.

OCLC partnered with the Digital Public Library of America (DPLA), the Chief Officers of State Library Agencies (COSLA) and two divisions of the American Library Association—the Public Library Association (PLA) and the Association for Library Collections & Technical Services (ALCTS)<sup>1</sup>—to conduct a needs assessment and gap analysis of public library digitization activities. This project, Assessing the Needs of Public Libraries toward Advancing the National Digital Platform, was funded by the Institute of Museum and Library Services (IMLS) through a National Leadership Grant. With the support of this grant, surveys of public libraries and state library agencies were conducted to gauge the extent to which US public libraries are positioned to support the growth of the national digital platform (NDP), primarily through the digitization and sharing of their unique collections. Key findings that will be expanded on later in this report include that:

- 92.0% of public libraries have locally significant, unique physical collections;
- 37.6% of libraries have engaged in digitization activities in the last three years;
- in addition to the common barriers of time and ongoing funding, 61.4% of libraries identified insufficient staff training/expertise as a major barrier to their digitization efforts;
- all state library agencies reported that digitizing and providing online access to local and unique digitized material aligns with their mission either explicitly (12.8%) or broadly (87.2%); and
- public libraries identified training in imaging best practices (55.6%), copyright risk assessment (47.5%) and metadata best practices (47.0%) as the most potentially helpful to their efforts.

In addition to informing current thinking and planning around participation in the NDP, this data can serve as a baseline from which future progress in the investigated areas can be measured.

This report also includes observations and recommendations identified by project partners that could strengthen the public library role in the national digital platform and surface libraries' locally significant collections.



# Project Overview

Work in the area of assessing the landscape of public library digitization efforts goes back to the November 2011 “Creating a Blueprint for a National Digital Public Library” meeting at the Los Angeles Public Library (funded in part by IMLS). To help set context for this meeting, OCLC created and distributed a survey to librarians in the United States.<sup>2</sup> The survey results from 230 respondents revealed rough contours around needs and motivations, but, because of its limited scope, it was clear that a more detailed survey that took into consideration library size was needed to validate the preliminary findings and to provide a more comprehensive picture of the public library digitization landscape. This updated, survey (the subject of this report) addresses the particulars around the digitization of unique, locally significant collections, and explores perceived barriers to digitization, training needs of public libraries as well as providing an opportunity to include state library agency perspectives.

IMLS defined the NDP as “the combination of software, applications, social and technical infrastructure, and staff expertise that provides content and services to all users in the United States.”<sup>3</sup> For this vision to be realized, there must be broadscale participation by libraries, archives, museums and the communities they serve. How individual institutions choose to participate may vary depending on local needs and capacities, but a foundational element is the digitization of unique collections.

There are many ongoing efforts to advance the growth and development of the national digital platform, including those of DPLA, OCLC, HathiTrust, Digital Preservation Network and Zooniverse to name a few. DPLA has presented one of the most visible evolutions in these activities, including establishing a national network of digital libraries that brings together digitized and born-digital (e.g., audio, video, photographs, documents, etc., which were created digitally first) content into a single access point for end users. While public library involvement in DPLA has doubled since 2014 (to 528 of the 2,057 contributors to DPLA), this still represents only 6% of US public libraries.<sup>4</sup> WorldCat.org™ provides access to over 51 million records of objects held in digital repositories, which include public library contributions, but are primarily represented by academic institutions.

In order to more deeply explore the themes and ideas that surfaced in the 2011 convening, and to better understand how libraries of all sizes are approaching digitization activities, OCLC partnered with DPLA, COSLA, PLA and ALCTS on this current project and survey, Assessing the Needs of Public Libraries toward Advancing the National Digital Platform, the results of which are the subject of this report.

## Impact

Society benefits when more people have increased access to content and services that advances their knowledge and improves their lives. As more public libraries add their digital collections to the NDP, this increases the number of knowledge resources that are accessible to people anytime and from anywhere. Public library participation in the NDP to the fullest degree possible will help advance the societal benefits of access to information, connecting more people to more knowledge and content. Recognizing that there is great work to be done in areas such as general awareness of the value of digitization, staff training, technical resources and funding support, this survey focused on collecting data that could be of value to the following target audiences:

- public libraries of all sizes and locations across the US;
- state library agencies, for their perspective on statewide strategy and public library needs, as well as their position to form regional/national partnerships and support local initiatives; and

- service providers, government agencies, associations, funders and other institutions who share the vision and support the development of the NDP.

In support of these outcomes, the project conducted two surveys to capture information about the current state of digitization activities: a national survey of US public libraries and a survey of US state library agencies. In addition to informing current thinking and planning around participation in the NDP, this data can also serve as a baseline from which future progress in the investigated areas can be measured.

## Methodology

### Public Library Survey

The questions and response options for the survey were designed with input and review by the project partners with the support of consultants at TrueBearing, Inc.<sup>5</sup> The public library survey sample was randomly selected from the FY14 IMLS public library system data set.<sup>6</sup> For the survey sample, 9,206 library systems were considered eligible. The sample was modified by excluding the following types of libraries:

- US territories
- bookmobiles
- administrative agent only
- closed systems (since the FY13 public library data collection period)

The public libraries were grouped into five sample sizes, based on the legal service area (LSA) population reported to IMLS.

Library Size	Population LSA (IMLS data)	Total Libraries	Eligible Libraries	Sample	Responses Received	Confidence level	Confidence Interval
Very small	0 – 9,999	5,326	57.85%	2,018	371	95%	+/- 4.7%
Small	10,000 – 24,999	1,766	19.18%	660	135	95%	+/- 8.2%
Medium	25,000 – 99,999	1,547	16.80%	588	124	95%	+/- 8.4%
Large	100,000 – 449,999	466	5.06%	466	102	95%	+/- 8.6%
Very large	≥ 450,000	101	1.10%	101	37	95%	+/- 12.9%
<b>Total</b>		<b>9,206</b>		<b>3,819</b>	<b>769</b>		<b>+/- 3.4%</b>

Of the eligible public library systems, 3,819 were randomly selected to be included in the sample. The target recipients of the survey were public library directors or equivalent, but any library staff member with the requisite information to complete the survey on behalf of the library could do so. The public library Federal-State Cooperative System code was used to control for duplication of survey responses.

The survey was first distributed by OCLC via email, followed later by a mailed postcard. PLA and ALCTS also sent email requests to their respective members who were included in the survey sample. Many state library agencies also distributed the request to participate to libraries in their state. Attempts were made to find replacement email addresses for any bounced messages. Completed surveys were collected from 769 libraries between May 26, 2016, and September 23, 2016.

Participants received a copy of the survey questions and branching logic in advance to review and then completed the survey online. (The survey instruments for both public libraries and state library agencies are available in supplement A.) Participants were able to save partial responses and return to complete the survey later via a link sent to their email address.

### State Library Survey

The questions and response options for the second survey, to state library agencies, were designed with input from DPLA, OCLC, COSLA and the support of consultants at TrueBearing, Inc.

The state library survey was distributed to the chief officers (including 50 states, three territories and the District of Columbia) by COSLA Executive Director Timothy Cherubini. The survey data was collected online and a copy of all of the survey questions was included for participants to review in advance. Participants were able to save partial responses and return to complete the survey later via a link sent to their email address. Responses were collected between August 15, 2016, and November 2, 2016. Forty-seven responses were received and included in the analysis.

### Availability of Data

The data collected as part of this survey is available for interested parties/researchers (with names and email addresses for survey responders removed). The data is available in two forms: the first form is an Excel workbook that includes a worksheet (tab) for each question and calculated totals, as well as the weighted responses referenced throughout the report (see supplements B and C); the second form is the raw data that includes all the original responses received from survey responders (see supplements D and E).

## Findings

*Throughout this section, the percentages reported have been weighted based on library size and that weighting was applied to the responses and then combined for a national percentage. The exception is when a specific library size is identified, then the number reported is equivalent to the results from the survey just for that library size.*

### PUBLIC LIBRARY DIGITIZATION

#### Mission Alignment

The public library survey results show that digitizing and providing online access to local and unique digitized material aligns with public library missions; however, few library missions explicitly call out digitizing materials (6.9%)—the majority of institutions see this in a broad interpretation of their mission statement (75.1%). Perhaps not surprising, very small libraries were most likely to report that digitization did not align with their mission (24.1%).

## Unique Collections

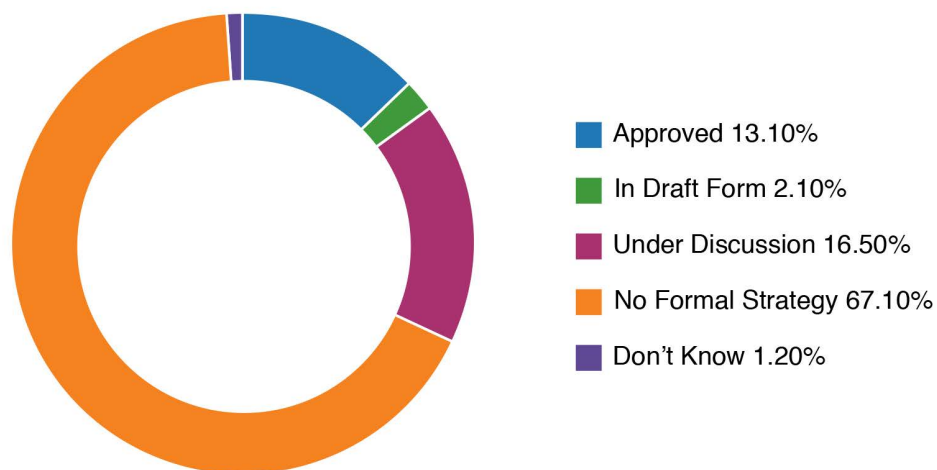
Public libraries have collections to digitize: 92.0% of libraries surveyed have unique and locally significant materials. Newspapers, including clippings, (72.1%) and photographs (59.3%) are the most commonly held items, regardless of library size. Materials in the open-ended “other” category included items as diverse as school yearbooks, ship manifests, local church confirmation records and Mardi Gras costumes.

Libraries currently or previously engaged in digitization efforts were asked to report if their collections include unique and locally significant materials that focus on historically underrepresented populations. Approximately 390 libraries (50.7%) responded to these questions, and the most commonly held materials represented the African American/Black population (25.2%) or the American Indian/Native population (25.1%).

## Digitization Activities

Digitization activity increases with library service area: very small libraries were most likely to report that they have never engaged in digitization activities and have no plans to start (38.8%). Overall, 37.6% of libraries report being engaged in digitization activities currently or within the last three years. Looking ahead to future activities, 21.6% of libraries haven't digitized in the past, but plan to start in the next 12 months.

# Status of Public Libraries' Digitization Strategies



Morgan and Proffitt. 2017.

**FIGURE 1. STATUS OF PUBLIC LIBRARIES' DIGITIZATION STRATEGIES (N=556)**

Public libraries of all sizes reported that they lack a formal digitization strategy, echoing the findings of the 2011 survey. Among libraries that are currently digitizing, have recently digitized or plan to start in the next 12 months, only 13.1% reported having an approved strategy in place. This presents an opportunity for training that could help libraries formalize and define priorities for digitization activities and thus demonstrate commitment and planning to potential project funders. The criteria for determining what content in the collection to digitize were most commonly identified as “historical significance,” “preservation purposes” and “patron demand.” These top criteria were consistent across library size.

For surveyed libraries that are currently or have recently engaged in digitization, 49.5% do not have a long-term preservation strategy to protect against the loss of data and files. Relying on a vendor and “following their lead” for preservation services was selected by 18.4% of libraries.

### **Workflow and Community Engagement**

The survey also explored how libraries manage the workload associated with digitizing their collections. Of the 390 libraries that reported on workload distribution, 38.7% use paid library staff for at least half of the work, and 24.1% use paid staff for at least 90.0% of the work. Large and medium size libraries are most likely to use paid staff, 27.5% and 29.7% respectively. Contractors are used by 24.6% of public libraries for at least half of the work and by 11.8% of libraries for at least 90.0% of the work. Overall, the least common staffing options are paid (6.9%) and unpaid (11.5%) students or interns.

Community engagement efforts for digitization activities emerged in the 2015 IMLS Focus Forum, and attendees acknowledged that institutional directions need to be responsive to public interest in, and awareness of, the evolving collections of cultural heritage institutions. The NDP presents an opportunity to engage “people who want to do something [because] they really care about this content.”<sup>7</sup> In the survey, libraries reported they engage the public in digitization activities ranging from scanning (25.4%) to describing materials (17.9%). One quarter (25.0%) of libraries also reported soliciting materials from the public to be digitized.

### **Perceived Barriers**

In the survey, libraries were presented with a series of perceived barriers and asked whether the barrier was major, minor or “not a barrier.” As expected, most libraries, regardless of size, identified insufficient staff time (77.2%) and insufficient ongoing funding (70.2%) as major barriers to digitizing their collections. Time and money are often seen as barriers to any endeavor—the need to prioritize with limited resources is a typical challenge. Libraries also rated the barriers presented by inadequate technology/equipment (major barrier for 58.3%), rights management issues (major barrier for 25.4%) and experience applying for or administering grants (major barrier for 26.4%).

In planning this project, a presumed challenge for public libraries was not having the requisite skill set to complete the workflows required to digitize unique collections and to make them accessible to users beyond their patrons. This challenge was anticipated due to findings from the 2013 Public Library Partnership (PLP) Project led by DPLA with funding from the Bill & Melinda Gates Foundation.<sup>8</sup> That DPLA project provided digital skills training to 137 libraries, and connected them to state and regional resources for digitizing, describing and exhibiting their cultural heritage content. In this survey, insufficient training or staff expertise ranked as the third major barrier (of six options) to very small, small and very large libraries, and as the fourth to medium and large libraries.

# Unique and Locally Significant Collections Held in Public Libraries and State Library Agencies



Morgan and Proffitt. 2017.

**FIGURE 2. UNIQUE AND LOCALLY SIGNIFICANT MATERIALS HELD IN PUBLIC LIBRARIES (N=714) AND STATE LIBRARY AGENCIES (N=43)**

Public and state library agencies reported on the types of unique, locally significant, physical materials that are available in their collections. As illustrated in figure 2, the categories are broken down by public library size and state library agency.

## Training Needs

Overall, libraries identified imaging best practices (55.6%), copyright risk assessment (47.5%) and metadata best practices (47.0%) as the types of training that would help them be successful in current or future digitization efforts. The interest in these best practices line up with the earlier efforts of DPLA in their Public Library Partnership Project.<sup>9</sup> Libraries also expressed uncertainty about the type of training that could be most useful to advancing digitization; 30.7% replied “don’t know” to the question. Very small libraries were most likely to select “don’t know” (38.2%), and large libraries were least likely (6.5%). “Other” open-ended responses included training on the basics of digitization, funding, preservation and marketing efforts.



**FIGURE 3. TYPES OF TRAINING THAT WOULD HELP PUBLIC LIBRARIES BE MORE SUCCESSFUL IN CURRENT OR FUTURE DIGITIZATION EFFORTS (N=1,512 RESPONSES FROM 556 LIBRARIES)**

## DPLA Awareness and Sharing Metadata

Building awareness about collaborative efforts such as DPLA and OCLC’s WorldCat® database could lead to greater access to digital collections. Of the surveyed libraries, 73.6% do not know if a DPLA service hub exists in their state or region. This low suggests an opportunity to raise awareness and encourage participation in DPLA and contribution of metadata to other collaborative services such as WorldCat to extend the use of digitized collections. Only 16.6% of libraries that are digitizing are sharing their metadata with these types of services; 38.3% do not know whether they are sharing metadata.

## Funding

Funding sources for digitization activities are consistent across library size, with “the library’s budget” being the most common source. Of the 381 libraries that reported on funding sources for their digitization projects, 90.0% receive more than half of their digitization funding from a single stream (the library’s budget, federal funds, state funds, etc.) and 75.0% of libraries receive at least 90.0% of their digitization funding from a single stream.



While still a small percentage of their funding streams, very small libraries are most likely to receive more than half of their digitization funding from a foundation (14.1%). Small libraries are most likely to receive funds from a private individual (12.7%).

Among libraries whose digitization activities ended more than three years ago (9.6%), the most commonly reported reason for stopping is that it was supported by “a one-time funding opportunity.”

### Platforms and Outreach

Libraries use multiple tools to make their digital collections available. The most commonly used commercially available platform is OCLC’s CONTENTdm® software (15.8%). Other platforms reflected in the responses include Omeka (4.3%) and PastPerfect (4.8%). Web-based tools such as blogs, photo-sharing sites and wikis are also used to share digital content (21.3%). Libraries publicize the availability of the digital collections to the community in a variety of ways including through their website (69.5%), social media (52.0%) and printed or emailed newsletters (34.3%). In the open-ended comments, libraries also shared that they are promoting the collection through “in-house lectures and outreach presentations,” the “local newspaper” and through printed “brochures.” However, of the public libraries that are digitizing, 63 (19.2%) reported not publicizing the availability of their digital collections in any way.

## STATE LIBRARY AGENCY DIGITIZATION

The state library survey was designed and completed with the support of COSLA. Forty-seven responses were received, including the territory of American Samoa.

### Mission Alignment

All of the responding agencies reported that digitizing and providing online access to local and unique digitized material aligns explicitly (12.8%) or broadly (87.2%) with their mission. Most state agencies (72.4%) have included digitization activities in their current strategic plan. Six states (12.8%) don’t currently include digitization activities but plan to include them in the next version. These responses are similar to a question asked regarding inclusion of digitization activities in the state’s Library Services and Technology Act (LSTA) five-year plans. Each state prepares and submits an LSTA plan to IMLS “that details library service goals for a five-year period.”<sup>10</sup>

### Unique Collections

States were asked to share the type of unique and locally significant collections that they hold. Finding aids are the least commonly held item, with 48.9% of states selecting this option. The most common item (and notably different from the public libraries) is born-digital materials; 78.7% of state libraries reported having born-digital materials in their collections, versus 12.2% of public libraries (see figure 2 to see how public and state library collections compare). Only four states reported having no unique, locally significant materials to be digitized.

States were also asked to report if their collections include unique and locally significant materials that focus on historically underrepresented populations. The most commonly held items represented the African American/Black population (43.5%) or the American Indian/Native population (40.0%).

### Digitization Roles and Activities

State library agencies play a variety of roles in their respective states and supporting digitization activities is one of those roles. The survey explored how state libraries may be supporting digitization efforts, and



the two most common responses (both at 72.3%) were, “There is a division/department of the agency that digitizes unique, locally significant materials that are part of the state library’s collection” and “We collaborate with another agency or organization on digitization efforts.” States also reported having collaborative relationships with historical societies, archives, other state agencies, DPLA and universities, among others.

Among the 34 states that “collaborate with another agency or organization on digitization efforts,” the nature of those collaborations includes sharing resources such as scanners, providing access to software or hosting services, and sharing best practices.

A majority of state library agency respondents (68.1%) “advise or support” public libraries in their digitization efforts. Sixteen states also provide funding directly to public libraries to digitize their unique collections. Among those 16, the most common source of digitization funding was federal LSTA funds (87.5%).

LSTA funds are also the most common source of funding for state library digitization efforts, with 83.3% of state library respondents selecting this option.

### **Workflow and Community Engagement**

Mirroring the response from public libraries, the criteria state libraries most commonly used to determine content to digitize are “historical significance” (97.6%), “preservation purposes” (73.8%) and “patron demand” (76.2%).

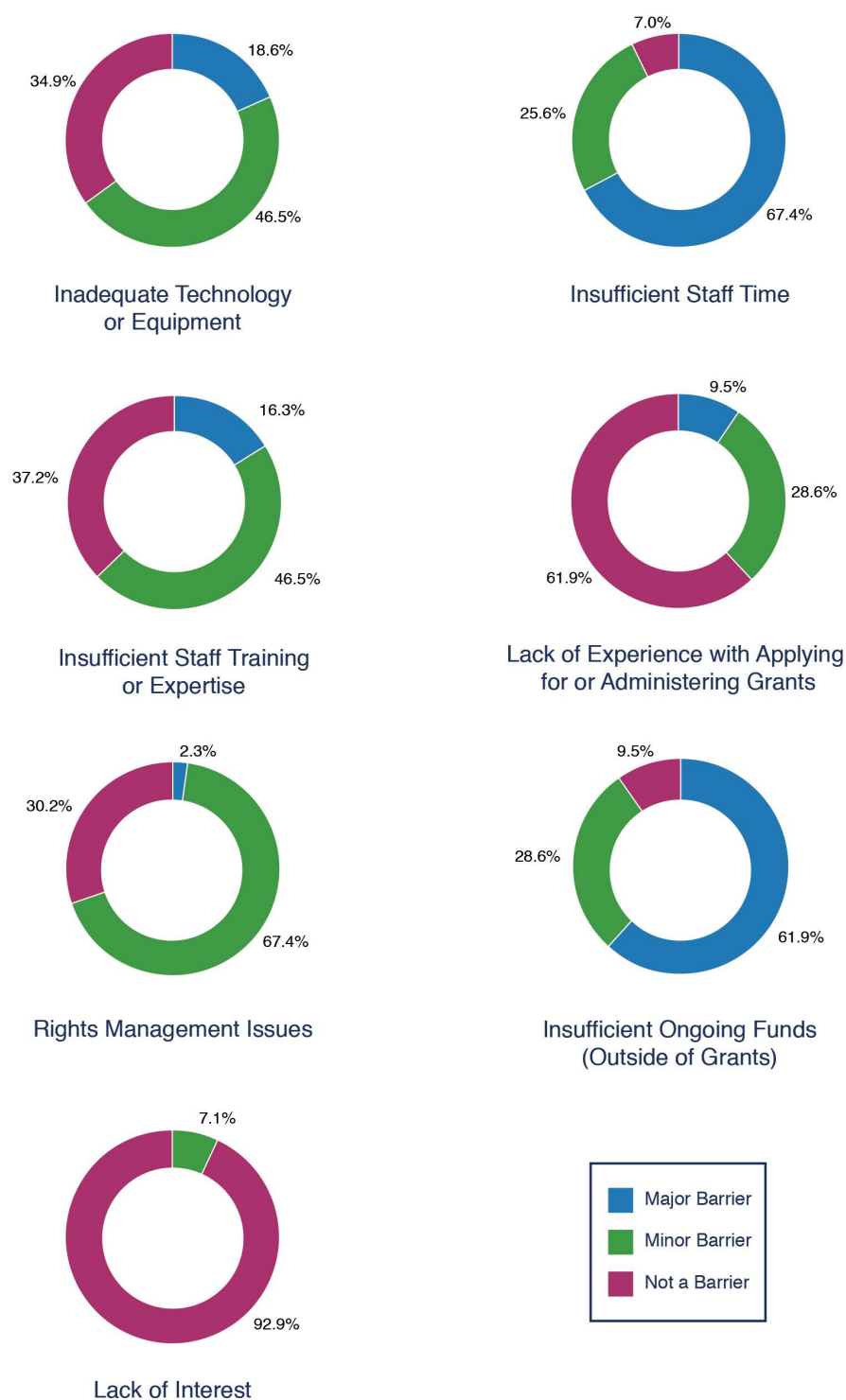
Only ten state libraries reported that they solicit donations of locally significant materials from the public to be digitized. However, 51.2% do solicit locally significant materials from other state agencies or local institutions to be digitized. And while most states (57.1%) don’t engage community members in digitization activities, some engage the community in describing materials (35.7%) and transcribing materials (26.2%).

States were asked about their long-term preservation strategy to guard against the loss of data and files. This was referred to as the “policies, strategies and actions that ensure access to digital content over time.” Four state libraries have such a digital preservation strategy that has been approved; 26 states either have a version in draft form or the topic is under discussion. Five states have no preservation strategy.

### **Perceived Barriers**

Similar to the public library survey, state libraries were presented with a series of perceived barriers and asked to respond if the barrier is major, minor or “not a barrier.” And, like the public libraries, state libraries most frequently identified insufficient staff time (67.4%) and insufficient ongoing funds outside of grants (61.9%) as major barriers. Most commonly cited minor barriers are right management issues (67.4%) and lack of training/expertise (46.5%).

# State Libraries' Perceived Barriers to Digitization Efforts



Morgan and Proffitt. 2017.

FIGURE 4. STATE LIBRARY AGENCIES' PERCEIVED BARRIERS TO DIGITIZATION EFFORTS (N=43)

## Other Findings to Note

- Twenty states (46.5%) reported having all of the necessary digitization equipment in-house, while 18 states combine in-house technical equipment supported by outsourcing. Four states completely outsource the technical aspects of digitization.
- Awareness of and participation in DPLA is higher in state library agencies than in public libraries. Fourteen state libraries (29.8%) reported contributing to a DPLA hub, and only five “don’t know” if there is a hub in their area.
- The most common platform for hosting digital materials is OCLC’s CONTENTdm software (26 state libraries). Other platforms in use include the integrated library system (ILS) to manage digital content (nine states), Hydra (two states), Omeka (four states) and Islandora (three states).
- Compared to public libraries where only 16.6% of libraries reported sharing their metadata with services like WorldCat or DPLA, 73.2% of state library agencies are sharing metadata, which is good news for improved access to collections.
- State libraries market the availability of the digitized materials through the state library website (86.0%), social media (76.7%) and a printed or emailed newsletter (46.5%). States also reported using “conference sessions,” “webinars” and “bookmarks.”

When asked to share “the greatest success with digitization in your state,” responses included:

- “The steady evolution of our digital program, the willingness of our small staff to take on new challenges, to share materials much more broadly, and to involve the public in the process through our Transcribe project. We have very little money to do this with and it is the staff’s commitment and dedication that has put us in the forefront of state libraries and state archives nationally in our digital work.”
- “Overwhelming interest and scanning by numerous partners and interested organizations.”
- “The establishment of the four regional digitization hubs to digitize unique local collections.”
- “Meeting customer demand for digitized items and satisfaction with the growing number of items over time.”

## Observations and Recommendations

Based on the responses to both the public library survey and the state library survey, the project partners have identified a number of observations and recommendations that could strengthen the public library role in the national digital platform and surface their locally significant collections:

**Increase sharing of digital content to national or regional repositories:** There is much opportunity to increase awareness about DPLA, WorldCat and other platforms, and how to contribute to these repositories. Contributions to DPLA may be limited in locations that do not have access to a regional content hub. However, when possible, sharing metadata and contributing to repositories can be a key step to making content more discoverable and usable, and also helps to connect libraries to broader networks where more help and support may be available. The Library of Congress has a guide for “State

Digital Resources: Memory Projects, Online Encyclopedias, Historical & Cultural Materials Collections,” which is helpful to increase familiarity with some of these state and regional repositories.<sup>11</sup>

**Provide training opportunities:** Training will help libraries of all sizes to understand how best to digitize their collections, especially in the areas of imaging best practices, copyright risk assessment and metadata best practices. Current examples of providers and content that exists as training or could be modified include: <sup>12</sup>

- ALCTS: Minimum Digitization Capture Recommendation
- Library of Congress: Federal Agencies Digitization Guidelines Initiatives
- DPLA: Public Library Partnership

While the survey didn’t explore why libraries choose to engage contractors over paid staff, there could be a training opportunity that helps libraries identify contractors that can do this work, including how to select vendors and manage digitization activities.

**Promote content:** Many institutions are successfully promoting their unique and local content. But, there is a further opportunity to develop or augment best practices in promoting collections to increase access to and awareness and use of local content. (A self-paced module on this topic is included in the DPLA training as previously noted.) Another area that could support this recommendation is technology or data standard development opportunities that would provide the infrastructure to automate promotion and visibility of unique digital content collections.

**Identify funding for digitization:** Work can be done to support libraries in making the case for funding digitization efforts. Funding is one of the biggest barriers to digitization activities and it will continue to be important to create opportunities to connect with funders at a variety of levels (national, local and private). The majority of public library funding is locally sourced<sup>13</sup> and there could an opportunity to develop guidance for running fundraising campaigns and/or connecting with local donors.

The broad efforts regarding key messages and opportunities for digitization could be undertaken by a variety of organizations, including state library agencies, DPLA, OCLC, ALA and its divisions, or other cultural heritage institutions. Local libraries could customize the message to align with the needs of their communities.

**Focus on long-term strategic and digital preservation planning:** Both state and public libraries would benefit from the long-term considerations of a digitization strategy to guide their efforts and understanding and creating digital preservation strategies that can help to ensure future access to these collections. An example of content currently available on this topic is available through the Library of Congress’s Digital Preservation and Outreach program.<sup>14</sup>

**View the library collection as a whole:** As libraries look at digitization efforts, they can be encouraged to look at digital content in the context of the rest of the library’s collection and services, and how libraries can use and market digitized content as a piece of a larger whole, and not a separate entity, for a more inclusive view of collections.

## FUTURE EXPLORATION

The following issues present opportunities for additional exploration either through additional research or discussion in the field.

- Collaboration among libraries and other organizations:
  - How aware are public libraries of local collaborative efforts or activities to support digitization, which could include services offered by state library agencies, universities or other organizations? For many very small libraries, participating in a collaborative effort could be the best opportunity to digitize and provide access to their unique, locally significant materials.

A deeper understanding of the models emerging for collaborative efforts, including what regions they are located in, what partners are involved and how they may be replicated in other areas, could also be of value.
  - Many local materials are located in research libraries, which often have more resources for digitization than public libraries. Active collaboration to ensure that local materials digitized by research libraries become known to their area's public library constituency could further public understanding of the value of this work and lead to further collaboration.
  - Collaborative models and opportunities with archives and museums (at the local or state level) to coordinate digitization efforts and share resources and best practices could surface. The Coalition to Advance Learning in Archives, Libraries and Museums has been exploring these types of opportunities for learning across sectors that could benefit these efforts.<sup>15</sup>
- Focus group discussions could further explore perceived barriers and more details around funding and priorities for digitization. One particular need that could be addressed is how to make the leap from a “one-off” digitization project to a committed line item in the budget.
- Many state libraries have yet to adopt long-term preservation strategies. COSLA or other entities could sponsor the sharing of existing strategies in order to encourage other states to complete their own strategies and support the development and growth of a national strategy.

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## CONCLUSION

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Our physical collections of materials such as photographs, letters and monographs help to tell the story of American communities. Ongoing and future efforts by public and state libraries to digitize these collections will help to preserve our past and provide expanded access to these unique resources. Still, libraries will always look to balance the demands and needs of their communities with their resources and budgets. Demonstrating the importance of this preservation and access will be important. Continuing to expand access to information and knowledge is a powerful role for libraries and furthering participation in a national digital platform will advance these efforts.

The project partners extend their sincere thanks to the public and state library agencies that took the time to participate in this project and provide this national view of digitization activities.

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## SUPPLEMENTARY DATA

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This report summarizes the results of the research conducted in support of OCLC, the Digital Public Library of America, the Public Library Association, the Association for Library Collections & Technical Services and the Chief Officers of State Library Agencies. Details of the following supplementary data sets can be found at [oc.lc/advancing-national-digital-platform](http://oc.lc/advancing-national-digital-platform).

### **Supplement A: Public and State Library Agency Survey Questions**

This PDF document contains the full survey instruments for both public libraries and state library agencies.

### **Supplement B: Public Libraries Data Supplement**

This Excel workbook presents the survey data from public libraries in a digestible fashion. The workbook contains a worksheet for each question, and contains both weighed and unweighted percentages. A full explanation is included on the “Overview” worksheet. The raw survey data for public libraries can be found in Supplement D.

### **Supplement C: State Library Agencies Data Supplement**

This Excel workbook presents the survey data from state library agencies in a digestible fashion. The workbook contains a worksheet for each question. A full explanation is included on the “Overview” worksheet. The raw survey data for state library agencies can be found in Supplement E.

### **Supplement D: Public Libraries Raw Data**

This Excel workbook presents the raw survey data from public libraries in a single worksheet. The names and email addresses of the respondents has been removed.

### **Supplement E: State Library Agencies Raw Data**

This Excel workbook presents the raw survey data from state library agencies in a single worksheet. The names and email addresses of the respondents has been removed.

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## NOTES

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1. DPLA: <http://dp.la>; COSLA: <http://cosla.org>; PLA: <http://pla.org>; ALCTS: <http://www.ala.org/alcts>.
2. A PDF report from this meeting, *America's Digital Future*, includes a copy of the survey questions, survey results and the summary of the convening: <http://www.oclc.org/content/dam/campaign-landing-pages/en/ndpl-report.pdf>.
3. Institute of Museum and Library Services. "National Digital Platform." <https://www.ims.gov/issues/national-issues/national-digital-platform>.
4. <http://www.ala.org/tools/libfactsheets/alalibraryfactsheet01>.
5. TrueBearing, Inc. <http://truebearingconsulting.com/>.
6. <https://www.ims.gov/research-evaluation/data-collection/public-libraries-survey/explore-pls-data/pls-data>.
7. Scaling up Practice, <http://www.tvworldwide.com/events/IMLS/150428/default.cfm>.
8. <https://dp.la/info/about/projects/public-library-partnerships/>.
9. Ibid.
10. <https://www.ims.gov/grants/grants-states>.
11. <https://www.loc.gov/rr/program/bib/statememory/>.
12. ALCTS: <http://www.ala.org/alcts/resources/preserv/minimum-digitization-capture-recommendations>; Library of Congress: <http://www.digitizationguidelines.gov/>; DPLA: <http://dp.la/info/2015/10/07/new-self-guided-curriculum-for-digitization/>.
13. <http://www.ala.org/advocacy/advleg/federallegislation/libraryfunding>.
14. <http://www.digitalpreservation.gov/education/index.html>.
15. <http://www.coalitiontoadvancelearning.org/>.





For more information about our work related to digitizing library collections, please visit: **[oclc.org/digitizing](http://oclc.org/digitizing)**



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