

Mary-Carol Lindbloom
Executive Director
South Central Regional Library Council
Clinton Hall, 108 N. Cayuga St.
Ithaca, NY 14850-2016

**Re: Regional Bibliographic Data Bases and Interlibrary Resource Sharing (RBDB) Program
Project Grant Final Report: Thatcher Glass Archive Digitization Project**

Dear Mary-Carol,

On behalf of the Rakow Research Library of The Corning Museum of Glass and the Chemung County Historical Society, I am happy to report the successful completion of our Regional Bibliographic Data Bases and Interlibrary Resource Sharing (RBDB) grant to digitize and disseminate the Thatcher Glass Archive. During the grant period, we successfully developed and implemented a digitization project. As of March 31, we had digitized and made available 491 items in New York Heritage with many digitized items waiting to be uploaded. As of September 19, an additional 126 items have been uploaded and an additional 5,964 digital objects are waiting to be ingested with complete metadata. Our grant was completed on March 31 and, thanks to the support of the SCRLC, the Thatcher digitization project will be completed by the end of 2017.

As mentioned in our interim report, working with the South Central Regional Library Council to shape our project parameters was the key to our success. Specifically, we followed your advice and did the work in-house using local resources as opposed to outsourcing it. In the process, we developed relationships with internship programs at Elmira College and Corning Community College: our Project Intern, Christina Baker, is a student at Corning Community College. Over the duration of the grant period, Christina worked 363 hours on the project, digitizing and creating metadata. Doing the work in-house enabled us to produce higher quality digital files and facilitated the creation of the metadata and its upload to New York Heritage and subsequently, the Digital Public Library of America.

Working with Julia Corrice, we've developed a workflow for uploading digital content and accompanying metadata into the New York Heritage DPLA database. We are particularly happy with the metadata scheme we developed, it includes over 30 fields.

We are also using social media to promote the project. Blogs from archivist Rachel Dworkin and Christina Baker, our Project Intern, have provided ongoing updates on our work as well as information on Thatcher Glass. The SCRLC is featured prominently in all communication about the projects.

Thank you, again, for the RBDB Grant and for all the support you've provided so far. Your generosity is yielding excellent results and we are confident our work on the collection will be completed by the end of 2017.

All the best,

Jim Galbraith and Bruce Whitmarsh