



Policy for Historical Societies' and other Cultural Institutions' Participation in SCRLC's Digitization Program

- SCRLC's Digitization Program includes digitization-related consultations and training, ability to apply for SCRLC grant funding, and the addition and hosting of items in the New York Heritage Digital Collections: New York Heritage (NYH), New York State Historic Newspapers (NYSHN), and the Empire Archival Discovery Cooperative (EADC).
- To participate in the Digitization Program, affiliate membership is required for historical societies and cultural institutions that do not qualify for governing membership.
- Affiliate membership is also required for members of public or school library systems to directly participate; otherwise, items are added under the name of their library system and through a representative of their library system.
- Affiliate institutions, though not voting members, can participate in the Digitization Program with the same benefits as Governing Members, including:
 - Use of the hosted platform, CONTENTdm™, for managing digital assets.
 - Use of any loaned equipment at their site or the SCRLC office.
 - Consulting and training services approximating 15 hours per year (on-site or virtually).
 - Access to available grant funds to support a local digitizing project.
 - Attending training sessions related to digitizing, at member rates.
 - The ability to have items hosted in New York Heritage, New York State Historic Newspapers and the Empire Archival Discovery Cooperative.
 - Access to their New York Heritage items in the Digital Public Library of America (DPLA).
- Affiliate Members are required to abide by the standards, protocols, and other policies determined by SCRLC when participating in SCRLC's Digitization Program.
- Affiliate Members are expected to make their digital assets publicly available in NYH, NYSHN, EADC, and DPLA, although some use restrictions may be permitted.
- The value of the affiliation for participating in the regional Digitization Program is estimated at \$1,000 for the first year and \$450 in subsequent years.