

Circular 04/06: JISC Capital Programme

Appendix G Repositories and Preservation Call Area: IV. Digital Preservation and Records Management

Rachel Bruce, Programme Director

- Digital information is subject to potential loss due to easy manipulation, hardware and software obsolescence.
- JISC has undertaken various activities to help institutions address the challenges of digital preservation and to advance the UK digital preservation agenda. Examples of key initiatives to date include:
 - ***Supporting Institutional Records Management Programme*** (Mar – Dec 2003, 17 projects): implement institutional records management programmes that will conform to the Freedom of Information Act (2000).
 - ***Supporting Institutional Digital Preservation and Asset Management Programme*** (Oct 2004 – Sep. 2006, 11 projects).

- Four digital preservation related projects have already been funded under the previous Call (April 2006) for the Repositories and Preservation Programme.
- The current call invites projects to develop preservation assessment tools and methodology, models for preservation service provision and preservation enhancement tools to increase productivity.
- Projects are expected to run for **18 months to 24 months**, commencing in February/March 2007.
- Up to **£800,000** is available and it is anticipated that five projects will be funded.
 - **One project for digital preservation assessment – up to £150,000**
 - **Two projects on models and implementation of preservation services – up to £200,000 each**
 - **Two projects to develop preservation tools – up to £125,000 each**

- Digital preservation involves selection and appraisal, which are criteria and processes for identifying information for retention and preservation.
- Preservation assessment is about deciding on what digital objects to keep, how long to keep them and how to keep them properly (i.e. what are the appropriate preservation actions).
- Only one project will be funded under this area, which should:
 - Synthesise and build on the relevant work to date
 - Develop a generalised digital preservation assessment methodology and/or retention and assessment tool
 - Be tested and supported by case studies
 - Be applicable to a broad range of digital assets
 - Output of project should be a decision path enabling institutions to reach informed decisions on required retention periods for each specific type of digital asset and the required preservation actions at each stage of their lifecycle.

ii) Models and Implementation of Preservation Services

- JISC has a broad and inclusive vision for digital repositories and believes that they have an important role for digital preservation.
- Preservation will however not be the primary goal for all repositories and not all repositories will choose, be able, or should be expected to carry out the full digital preservation activities themselves.
- Some preservation functions will be fulfilled by external service providers and some may be shared between repositories.
- Two projects will be funded under this area, which should
 - Develop, implement and test various models for the provision of preservation services for digital repositories
 - Clearly define roles and responsibilities at technical and organisational levels
 - Investigate how trust can be established and built into the provision and assessment of preservation services
 - Make use of existing infrastructural services that support digital preservation
 - Make use of existing preservation services and collaborate with national bodies and organisations

- Lack of practical guidance and tools makes digital preservation difficult.
- Projects will be concerned with the development and testing of tools that help increase productivity and ease the task of digital preservation throughout the lifecycle of digital objects.
- Such tools should support those involved with managing, using and creating content for repositories.
- Two projects will be funded under this area. Examples as follows but bidders encouraged to put forward their own ideas:
 - Automatic metadata extraction or generation tools for preservation metadata, e.g. based on PREMIS Data Dictionary for Preservation Metadata
 - Tools that support digital preservation in personal working environment or during content creation process
 - Enhancement of or addition to functionalities of existing repository software to support preservation and to embed digital preservation into repository workflow
 - Tools that enable consistent outputs from repositories using different repository software systems; or tools that enable the extraction and management of repository content by preservation service providers

- The Programme Manager is Helen Hockx-yu – she is currently at iPRES - <http://ipres.library.cornell.edu/program.html>

Further Information:

- Email: h.hockx-yu@JISC.AC.UK
- Tel: 02078481803

