Historic Cleveland Police Photographs Digitization Project
OHRAB Grant Interim Report

The Cleveland Police Historical Society and Museum staff and volunteers have begun implementing the Historic Cleveland Police Photographs Digitization Project after some delays created by transitioning to remote work. To date, the Executive Director has worked 40.5 hours ($800 funded through match), the Curator has worked 5 hours ($35 funded through grant, $30 funded through match) and the volunteer has worked 10 hours (not included in grant).

Because we are no longer working remotely, the Parking Fees listed in the grant are not applicable. Instead, the museum chose to invest in a higher quality scanner. We purchased an Epson Perfection V600 Photo scanner (B11B198011) for a total cost of $248.39 ($200 used as match) and have been implementing the project remotely. We have scanned 330 images, creating one high resolution TIF of the front, one low resolution JPEG of the front and one low resolution TIF of the reverse. The JPEGs for each image have been uploaded to the museum's Past Perfect collections software.

We are planning a press release to coincide with the publishing of images on Cleveland Memory. We are also implementing a social media campaign with weekly posts that highlight photographs digitized using grant funding. This campaign will start no later than October 30.

The director and curator received training on uploading metadata and images to Cleveland Memory, although that aspect of the project has not begun. We plan on focusing on that aspect of the project in the coming months. Most of that work will be completed by the Curator.. We are on track for completing the project by December 31, 2020.