

**2025 OHRAB Grant – Interim Report**  
**Sinclair Community College**  
**Large Format Materials Digitization and Accessibility Project**

In April 2025, the Sinclair College Archives was awarded \$2,752.81 to expand the scope of our digital collections and properly preserve large-format historical materials. To date, all 176 oversized items selected for the grant project have been photographed by our Wright State University graduate intern using our new Nikon D850 camera. 150 images have been edited to enhance brightness, contrast, and orientation using Photoshop. Prepping the first batch of images to be uploaded to our Ohio Memory webpage is currently underway.

All supplies needed for this project were ordered in June 2025, and received in June-July 2025:

- Nikon D850 DSLR Camera
- Nikon EN-EL15c Lithium-Ion Battery
- Nikon AF-S NIKKOR 50mm f/1.8G Lens
- SanDisk 128GB Extreme PRO CFexpress Type B Memory Card
- NEEWER 79 inch Camera Tripod
- Torjim Softbox Photography Lighting
- MT-88 Overhead Camera Mount Desk Stand
- HMTfoto Background Solid Black Backdrop
- EMART Backdrop Stand
- Cool Area Sun Shade Sail
- Folding Conference Table

Some items, like the Nikon D850 camera, were on sale. With the leftover funds, we were able to order additional supplies, including a camera lens, memory card, staging table, and backdrop holder. We have \$21.73 left in our grant project budget account to order more supplies as needed.

All staff time spent on this project contribute to grant matching funds. The Archives graduate intern has spent 15 hours per week staging and photographing oversized materials since June 23, 2025. They've recently started selecting additional large format items to digitize throughout the remaining grant period. They are also completing Ohio Memory training to eventually share images with the Ohio History Connection Digital Services team in batches and write metadata for public viewing. The Archivist has begun editing images in Photoshop. We are on track to complete all grant projects by November 30, 2025. This Fall, we plan to hire an additional student employee to assist with grant projects. We anticipate scanning, editing, and uploading more images then planned for the initial grant project.

At this time, we are preparing to publicize grant work. We look forward to adding digitized content with metadata to Ohio Memory. We also plan to share content with college staff to promote the project through social media.