

1) Titles, series titles, dates and cubic footage/number of images scanned/minutes of digitized audio/video of records addressed by your project.

Title: Progressive Wolf Creek Neighborhood Association Collection

Dates: 1965-2002

Series titles:

Series 1: Organization Records, 1969-2002

Series 2: Projects and Initiatives, 1967-2002

Series 3: Events, 1978-1989

Series 4: Correspondence, 1971-2001

Series 5: Resource Files, 1970-

Series 6: Related Organizations, 1965-1996

Series 7: Artwork and Promotional Materials, 1973-1993

Series 8: Maps and Architectural Renderings, 1965-1977

Series 9: Restricted Materials

Cubic footage: 15.8 feet

2) Copies of catalog entries and other finding aids (these might include screen shots, links, and before and after photos), if applicable.

Link to the finding aid on Dayton Remembers:

<https://daytonremembers.org/digital/collection/finding/id/3507/rec/21>

3) Narrative of self-assessment about how the project met the objectives submitted in your application.

The objectives of this project were to arrange and describe the records of the Progressive Wolf Creek Neighborhood Association, apply manual and digital

preservation methods to stabilize the collection, provide access to the records in the Dayton Room, and create a finding aid that would be available on the Dayton Metro Library's Dayton Remembers website.

How these were met:

- **Arrange and describe the records of the Progressive Wolf Creek Neighborhood Association** – An archival assistant was hired, and she arranged and described the collection. After reviewing the acquisition of the collection with colleagues, conducting a collection survey, and writing a processing plan, she stabilized and arranged the collection and created a finding aid for it.
- **Apply manual and digital preservation methods to stabilize the collection** – The archival assistant processed the collection. Processing included arrangement to the file level. Several oversized items were processed to the item level. Existing folder titles were retained or paraphrased and transcribed onto new folders, except for loose items that were assigned folder titles by the archival assistant. Fragile and select oversized items were digitally reformatted for preservation.
- **Provide access to the records in the Dayton Room** – Library patrons can access the collection in the Dayton Room during a walk-in or scheduled appointment. Staff in the Dayton Room can retrieve materials for patrons.
- **Create a finding aid that will be available on Dayton Remembers website** – The finding aid was published to daytonremembers.org for online access to the collection. It is searchable and can be downloaded.

4) An evaluation of the project's impact (such as increased researcher demand for the records or actions the organization will take to sustain the results of the project).

Actions the organization will take to sustain the results of the project:

- Add the finding aid to the Dayton Metro Library catalog.
- Upload the finding aid to ArchivesSpace for increased findability and searchability for researchers interested in topics covered in the collection.
- Publish a digital collection of selected items, including those that were digitally reformatted for preservation, making fragile and oversize items more accessible
 - Have the digital collection ingested into the Ohio Digital Network and Digital Public Library of America for wider discovery.
- Create programming around the collection, including presentations and exhibits to promote the collection and share the work of the Progressive Wolf Creek Neighborhood Association with the public.

5) Share how your institution will build upon the success of the project through additional initiatives. For example, if you received a grant for an initial digitization

project and with the experience from that project your institution will now be digitizing a second collection.

The Special Collections department plans to apply for further grants to digitize collections that document African-American history in Dayton and Montgomery County, including the Charles M. Austin volumes titled *History of Black People in Dayton and Montgomery County, 1802 November - 1887 July*. The department may also seek conservation grants for selected items in the Progressive Wolf Creek Neighborhood Association collection.

6) Quotes from local press coverage and also copies of articles cited.



7) Include an itemized list of expenditures. Also, provide details about in-kind cost match, including the cumulative total, and the amount of cash match on the project. Copies of invoices, checks and/or receipts should also be sent as a separate attachment.

Salaries and Wages	Grant Funds	Matching Funds	Total
Erica Spilger - New Employee - Archival Assistant	\$ 2,607.85	\$ 12,748.83	\$ 15,356.68
Supplies	Grant Funds	Matching Funds	Total
Hollinger Metal Edge Storage Boxes	\$250.00	\$ 245.57	\$495.57
N95 Masks (ULINE)	\$19.995	\$19.995	\$39.99
Medical Nitrile Exam Gloves (ULINE)	\$12.15	\$12.15	\$24.30
Total Project Budget	\$2,890.00	\$13,026.55	\$15,916.54