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Memo

To: Network Advisory Council

From: Jennifer Birnel

Date: April 1, 2022

Re: Explanations for budget requests from Montana Memory Project (MMP) Director

The Montana State Library MMP Director is requesting the following items:

- \$75,000 for 1 FTE - Extend MMP Specialist Beyond December 2022 (Dave Colamaria)
- \$3800 for 2 TB of additional hosted storage with Recollect
- \$1500 for travel, adding to the existing \$4500 budgeted for travel

Description of MMP Specialist with Desired Outcomes:

The **Montana State Library MMP Specialist** is responsible for providing program and technical support and training to the MMP contributors on adding digitized historical material to serve as a resource for education, business, pleasure, and lifelong learning.

This position reflects the desire of the Cultural Resources committee to continue to build out the Recollect platform to its fullest extent.

- Provide technical support and training to MMP contributors to ensure relevant and consistent content uploads and proper metadata standards are utilized
- Create and develop exhibits and promotional programs of MMP content utilizing State of Montana curricula standards. Create content for multiple age groups and interest groups. Engage teachers and educators.
- Promote MMP engagement activities and create exhibits and promotional programs of MMP content through social media

- Manage and oversee CMS communications, including transcripts, comments, feedback, tagging and user access and privileges.

Description of additional hosted storage with Desired Outcomes:

Each Terabyte of hosted storage within Recollect is \$1900. We started with 3 TB of storage when we first migrated to Recollect. We have since had to purchase an additional 2 TB to allow for the completion of the migration and to add new collections. We currently have 17 approved new collection applications. We expect to receive more new applications with additional outreach. To keep up with demand for hosted storage we anticipate needing 2 more TB this next year.

- Add collections from remaining unrepresented counties in the state through outreach travel.
- Provide access to content from across the state that reflects Montana's Cultural heritage and the Montana experience.

Description of additional Travel Budget with Desired Outcomes:

We currently have 14 counties who are not yet represented on the MMP. It has long been the goal to have all the counties of the state represented with at least one collection. The MMP Director will travel to these remaining counties to encourage contributions to the MMP.

- Develop meaningful collections from every county that share the story of the people from that area.
- Nurture trust in the MMP as a reliable online resource for sharing local content.