NARRATIVE

Introduction

The University of Hawai‘i at Mānoa (UHM) Library, in collaboration with the Hawai‘i State Library, Hawaiian Historical Society, and the Hawai‘i State Archives, proposes to digitize (image, convert to text, and mark-up) and submit to the Library of Congress National Digital Newspaper Project, two or more Hawai‘i papers published between 1836 and 1923. The first newspapers printed in Hawai‘i were in the Hawaiian language. However, English-language newspapers have been published continuously in Hawai‘i since 1856. They reported international, American, and local news; transmitted the Hawaiian, western, and ethnic cultures to their readers; and shaped public opinion throughout the historical period of Hawai‘i as a kingdom, republic, US territory, and 50th state of the United States.

The joint project will utilize expertise in digital conversion, research and historical knowledge available within the partner institutions. With its experience in completing two large-scale and many smaller scale digitization projects, the University of Hawaii at Manoa Library will take the lead in handling overall management, coordinating activities and ensuring that benchmarks are met. The State Archives will identify, locate and contribute microfilm for scanning. Knowledgeable individuals from the HSPLS, Hawaiian Historical Society, and the Hawai‘i State Archives will participate in the Advisory Board activities. University of Hawaii at Manoa Library participants will insure that the project deliverables comply with the Technical Guidelines for Applicants and a librarian will chair the Advisory Board which prepares the historical essays.

The partners in this project have extensive experience documenting newspaper holdings in the state. The Hawaii State Archives compiled Hawaii newspapers and periodicals on microfilm: a union list of holdings in libraries of Honolulu, published in 1977 by the Hawaii Library Association. The HSPLS has published an annual Serials holdings list since 1975 (electronic format after 1996). Important collections of state newspapers were identified by the Hawaii Newspaper Project in the 1980s, during which the University of Hawaii at Manoa conducted an inventory and microfilming project with NEH funding. The publication Hawaii newspapers: a union list, 1987 was a result of this project.

The first newspapers printed in Hawai‘i were in the Hawaiian language. However, English-language newspapers have been published continuously in Hawai‘i since 1856. They reported international, American, and local news; transmitted the Hawaiian, western, and ethnic cultures to their readers; and shaped public opinion throughout the historical period of Hawai‘i as a kingdom, republic, US territory, and 50th state of the United States.

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1 The University of Hawai‘i at Mānoa official style guide states: "UH encourages the use of correct Hawaiian spelling, including glottals (‘okina) and macrons (kahako). [...] The use of an apostrophe and an “s” is acceptable, in forming English possessives of Hawaiian singular nouns (Hawai‘i’s people)." The practice in this document is to include diacritic marks in proper names, and in any titles where the marks originally appeared. Extrapolating from the UH style guide declaration "In matters of Hawaiian orthography, do not guess." - where the original material is known to have not included diacritical marks (for example, in early Hawaiian language newspapers) then none are supplied. Use of Hawaiian language diacritical marks throughout this application is based on usage in the item cited.
Newspapers have been printed in Hawai‘i since the mid-1800s. As primary sources of information on the history of Hawai‘i, the newspapers are used in various ways. Students refer to the papers to learn about life in different periods—important events, cost of living, design of clothing and other goods pictured in advertisements. They are able to study political and social movements, and use of language by reading the news articles, editorials, letters to the editors, etc. Teachers use the newspapers as learning tools, to bring to life a time in history for their students. Community members search for genealogical information. Scholars utilize the newspapers as information resources for their publications.

It is estimated that the Hawaiian islands were settled by Polynesians between 300-750 AD. In 1778 Captain James Cook first arrived in Hawai‘i. In 1794 the first foreign ship entered Honolulu Harbor. During the 1800s, the city became a very prominent shipping point in Hawai‘i with sandalwood, sugar, pineapple exports and an extensive whaling trade. America and Europe sent merchants and missionaries to settle, profit from and westernize the Hawaiian Islands. New England missionaries who arrived in the 1820s had a lasting affect on the islands’ religion, education, economics and politics. In 1850, when Kamehameha III proclaimed Honolulu the capital city of his kingdom, newspapers were already widespread. In 1893 a coup fomented by U.S. sugar interests resulted in the monarchy's overthrow and the establishment of a Republic of Hawai‘i. In 1898 the government of the new republic of Hawai‘i and the U.S. agreed on annexation, and in 1900 Hawai‘i became a U.S. territory. During the kingdom and republic eras, Hawai‘i was transformed from an isolated island chain into a nation involved in world trade.

Religion, especially evangelical Protestantism, played an important role in nation-building which occupied Americans in the nineteenth century. But after mid-century, "as Americans looked out on the Pacific from newly acquired and recently settled California […] the foreign missionary movement gathered momentum. By 1900, its expansion was in full bloom […] with its presence on all continents of the globe characterized by a distinctive American mixture of religious and national or 'civilizing' purpose." 

The newspapers of this period provide a unique and first-hand chronicle of the social, economic and religious issues of the time. Access to early and recent issues of these papers has been through microfilm, copies of which are located in academic and public libraries throughout the state of Hawai‘i. Heavy use and poor environmental conditions have caused deterioration of the film. At the University of Hawai‘i at Mānoa Library the microfilm reels are heavily scratched. Some reels are missing. Newspapers in digital format are a more readily accessible alternative to microfilm, and enable broader access. In addition, presently the only way to locate information in the papers (other than skimming through the papers page-by-page) is by using printed indexes to the papers. These indexes do not include the papers published prior to 1929. Digitization will thus improve searchability as well as access through the Library of Congress website.

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A. HISTORY AND SIGNIFICANCE OF NEWSPAPERS IN HAWAI‘I

From 1834 to 2000, approximately 1,350 separate titled newspapers have been published in Hawai‘i in various languages including those of the original indigenous Hawaiian population and of people who immigrated to Hawai‘i from throughout the world—English, Chinese, Portuguese, Japanese, Filipino, Korean, Vietnamese.

Historically, newspapers in Hawai‘i served to spread the news, but were also an instrument of American Protestant missionaries for literacy and religious education, and to encourage Americanization of the native population. In the early 1800s, while local news was spread between the Hawaiian islands in one or two days, it took 6 months for international news to arrive by sailing ship. Beginning in 1900 steamships took 6 days to arrive in Honolulu. In 1903 the Pacific cable enabled instant transmittal of news between Hawai‘i and the continental United States. The newspapers published in these decades document the enormous changes that transpired as the influences and information from the world outside Hawai‘i arrived ever more swiftly in ever-growing quantities.

The following sections will summarize the first newspapers to be published in Hawai‘i in the Hawaiian language, and the English language papers based on the seminal descriptive work by Helen Chapin.

Between 1834 and 1856, the only newspapers in Hawai‘i were Hawaiian language newspapers. While the first newspapers were religious papers, later Hawaiian language papers were commercial in nature, relying on subscription and advertising revenue. With widespread literacy in the Hawaiian language attained by mid-century, the reading public for Hawaiian language newspapers was impressively large. Chapin reports “A highly literature Hawaiian population read the output of Native Hawaiians and their Caucasian allies who from the 1860s to 1900 produced almost 70 newspapers.”

First Newspapers were in the Hawaiian Language

The history of newspapers in Hawai‘i began in 1834, with the publication of two Hawaiian language newspapers, Ka Lama (The Luminary or Torch) on February 14, 1834, published at Lahaina, Maui and Ke Kumu (The Teacher) published a short time later in Honolulu, O‘ahu. Both were published until 1839 by American Protestant educator-missionaries for their Hawaiian converts, to whom the missionaries had brought literacy in the Hawaiian language. These missionaries first learned Hawaiian then devised a writing system for the language. Beginning in 1822 they printed alphabet sheets, school readers, and religious tracts. Ka Lama and Ke Kumu were followed by other Hawaiian language newspapers, some such as Ka Nonanona (The Ant) and Ka Elele Hawaii (The Hawaiian Messenger) in the 1840s, with English language pages; bilingual newspapers being the result of increasing use of the English language.

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4 Chapin 1984, 67.
Bilingual newspapers were followed by papers printed completely in English. The first mission-sponsored English newspaper was The Temperance Advocate and Seaman’s Friend, started in 1843 and known as The Friend. In 1855 five newspapers were being published, some providing both Hawaiian and English pages. While primarily religious in content, these early newspapers also provided news about the world, stories with moral content, features, and illustrations.

B. HISTORY AND SCOPE OF THE PROJECT

Newspapers in English

Until the mid 1800s the English language press in Hawai‘i was in reality the foreign language press in an independent kingdom of Hawai‘i. These early English language papers were commercial ventures, published by businessmen to promote their economic and political ideas. The first English-language newspaper, the Sandwich Island Gazette and Journal of Commerce (1836-1839) was aimed at the foreigners living in Hawai‘i. It was the first newspaper to contain advertising. It published old news from world newspapers, local shipping notices, and contributions from its readers. It advocated freedom of the press, discussed the declining native population, and supported freedom of religion for Roman Catholics in Hawai‘i. The monthly Sandwich Island Mirror and Commercial Gazette (1839-1840) continued the anti-missionary position of former weekly Sandwich Island Gazette and Journal of Commerce.

Two English language newspapers considered most important in the 19th century were the Polynesian and The Friend. The Polynesian (1840-41, 1844-64), published by James Jackson Jarves of Boston, was the leading publication in the mid-1800’s. From 1844 to 1860 it was the official printer of laws and notices of the Hawaiian government. The Friend (1843-1954, originally called The Temperance Advocate and Seamen’s Friend) was begun by Reverend Samuel Chenery Damon and printed by the American Mission Press. It was one of the English language newspapers that overtly supported Christianity. In contrast, the Honolulu Times (1849-1851) published by Henry L. Sheldon, originally of Rhode Island, opposed the influence of American Protestants, as did the earlier English language newspapers supported by the business community. After the Honolulu Times ceased publication, Abraham Fornander, who had written for Sheldon’s Honolulu Times, published the Weekly Argus (1851-53). Fornander’s objective was to provide in the Weekly Argus a voice against the government’s Polynesian and missionary descendant Gerrit P. Judd. Helen Chapin states that “Fornander toppled Judd from power and celebrated by renaming the paper the New Era and Weekly Argus”.(1853-55)5.

5 Chapin, 1984, 65.
By the mid 19th century English language had become the medium of business, government and education. Historian Helen Chapin groups them into five categories:

- **establishment newspapers**—first introduced by missionaries, and mainly in the Hawaiian language, such as *Ka Nonanona (The Ant)* (1841-1845), continued by *Ka Elele Hawaii (The Messenger)* (1845-1855), two bilingual newspapers.
- **opposition newspapers** such as business, ethnic, and Hawaiian nationalistic papers: *Sandwich Island Gazette* and *Journal of Commerce*, (1836-1839)—anti Protestant missionaries and pro-business, the *Sandwich Island Mirror and Commercial Gazette* (1839-1840), the *Weekly Argus* (1851-1853) later called *New Era and Weekly Argus* (1853-1855)—opposed the missionary influenced Hawaiian government.
- **official government sponsored newspapers**, such as the *Polynesian* (1841, 1844-1864); *Hawaiian Gazette* 1865-1918 (1887-1888 concurrently published with *Daily Hawaiian Gazette*) —1865-1881 government; after that became an establishment paper.
- **independent papers**—*Honolulu Times* (1849-1851), *The Temperance Advocate and Seamen’s Friend* (1843-1854),
- **commercial newspapers**—English language newspapers, such as the *Daily Commercial Bulletin* (1871-1881), the *Pacific Commercial Advertiser* (1856- )

**Major Hawai‘i Newspapers in English**

This project proposes to digitize microfilm of the English language newspapers with the longest history of publication in the time period 1880-1922 and those which have had a sustained impact on Hawai‘i. Two of these with the widest influence on social, economic, and political developments in Hawai‘i are the *Pacific Commercial Advertiser* (later called the *Honolulu Commercial Advertiser*) and the various manifestations of the early *Honolulu Star-Bulletin* prior to 1923. However, other newspapers noted in the previous section, with shorter publication histories, will also be considered for their regional impact, and final selection will be made by the Advisory Board.

Preliminary examination and test scans were performed using recently duplicated use copies of the 2 major newspapers and several of the more briefly published titles. Assessment information based on a quick and partial review of master reels was provided by vendors. The findings are discussed in Appendix H. Unfortunately, the two most significant titles were apparently filmed from heavily used and in some cases bound copies. The microfilm of newspapers which had very short publication runs and/or were published in less populated, rural regions are ironically of higher quality but are of lower historical value. Given the condition of most of the newspapers when they were microfilmed and the time period when the filming was done – the material will present challenges during and after digitization. Quality control and post-production cleanup will be necessary. The microfilm that will be used in this project represents the only extant microformat and in almost all cases there are no longer any print copies available.

The master microfilm for the early *Honolulu Star-Bulletin, Friend, Independent, Daily Herald, Daily Hawaiian Herald, Daily Honolulu Press* and *Kauai Garden Island* is owned by the University of Hawaii. All masters are housed in the storage facility at OCLC in Bethlehem, PA. Duplicate masters made through OCLC are approximately $50/reel + UPS 2nd day shipping. Master microfilm for the *Advertiser* are located at Proquest. Duplication of master reels is a cost included in their per-page charge for digitization. If purchased separately from Proquest, per reel cost is approximately $280.00.
Since the mid 1800s the major English language newspapers for the six main islands of the Hawaiian archipelago have been the Honolulu Advertiser and the Honolulu Star Bulletin. Both have maintained publication to the present. The long history of these newspapers is demonstrated by their various name changes: Pacific Commercial Advertiser (1856-1921); Honolulu Advertiser (1921-); Daily Marine Bulletin (1870-1871), Daily Commercial Bulletin (1871-1881), Daily Bulletin (1882-1895), Evening Bulletin (1895-1912) Hawaiian Star (1893-1912), Honolulu Star-Bulletin (1912-).

These two newspapers shared common parentage. The papers were not identical in content, however. Coverage varied and different points of view (e.g. letters to the editor) were expressed in each newspaper. Both papers were begun by the same Protestant missionary descendent Henry Whitney. With his connections to four important Hawai‘i newspapers in both languages, Whitney’s impact on journalism in Hawai‘i was immense. His influence on the political and social developments of the Kingdom and Republic of Hawai‘i was significant because of his dominant position in newspaper publishing as the following brief biography illustrates.

Publisher Henry Whitney

Henry Martyn Whitney (1824-1904), son of Samuel and Mercy Whitney of the Pioneer Company of ABCFM missionaries, was born on the island of Kaua‘i, and educated in Rochester, New York. He is said to have worked on the American newspaper New York Commercial Advertiser and for the publisher Harper and Brothers, then returned to Hawai‘i where he served as head printer at the Hawai‘i government printing plant and business manager of the English-language newspaper, The Polynesian.

Pacific Commercial Advertiser

In 1856 Henry Whitney began the Pacific Commercial Advertiser (PCA) (1856-). It is Hawai‘i’s oldest continuously published newspaper. He described the PCA as a free press, independent of the government. It began as a bilingual weekly and from July until September 1856 the last page of the PCA was printed in the Hawaiian language in a section called Ka Hoku Loa o Hawaii (The Morning Star of Hawaii). In 1882 the PCA became a daily, which was renamed the Honolulu Advertiser in 1921. In 1882 Whitney also started the Daily Bulletin (1882-) which was later renamed the Honolulu Star-Bulletin. In 1861, while he continued to publish the Pacific Commercial Advertiser, Whitney commenced publication of Ka Nupepa Kuokoa, a Hawaiian language newspaper which during its long tenure (1861-1927) supported the Caucasian establishment while also providing extensive and valuable native Hawaiian content.

Whitney’s influence was wide-ranging. He is described as a “...man who was a true and experienced journalist rather than a mission or government educator. What he achieved in 1856 was two-fold: the liberation of the press from the mission and the government, making journalism a commercial enterprise independent of the church and the state, and the liberation of the Hawaiian reader or writer.”

In 1870 Whitney was forced to sell his business, for financial and political reasons. He had offended sugar planters and the Hawaiian government by his position that importation of foreign labor for the sugar industry was akin to slave labor. Thus the *Pacific Commercial Advertiser* did not consistently support American business. In the 1880s it supported the Hawaiian King Kalâkaua’s policies, when Walter Murray Gibson controlled the paper.

Walter Murray Gibson arrived in Hawai‘i in 1861, learned Hawaiian, and became a champion of the Hawaiian people and supporter of King David Kalâkaua. With money borrowed from the Hawaiian government he bought the *Pacific Commercial Advertiser* in 1880, and in that year also began the Hawaiian language paper *Ka Elele Poakolu* (*The Wednesday Express*). In 1882 he became Premier of the Hawaiian kingdom. Over the next several years Gibson acquired two more newspapers. In 1887 Gibson was forced to leave Hawai‘i as a result of the “Bayonet Constitution”, which stripped the power of the king and denied voting rights to Native Hawaiians. With Gibson’s departure the *Pacific Commercial Advertiser* reverted to its previous anti-monarchy position, and supported the overthrow of the Monarchy in 1893 as well as American annexation in 1898. This seven-year interval, when an establishment English language newspaper promoted a pro-Hawaiian nationalist stance against the Caucasian elite, is an important period. Coverage of news during this period in both major newspapers offers a unique perspective for historical research.

*Honolulu Star Bulletin*

In addition to publishing the *Pacific Commercial Advertiser*, Henry Whitney was also responsible for starting the second important English language newspaper in Hawai‘i. He wrote the *Daily Marine Bulletin* from 1870-1871, when it became the *Daily Commercial Bulletin*, then the *Daily Bulletin* in 1882 and the *Evening Bulletin* in 1895. In 1912 the *Honolulu Star-Bulletin* was created, with the merger of the *Hawaiian Star* and the *Evening Bulletin*.

In 1870 Henry Whitney had been forced to sell the *Pacific Commercial Advertiser*. He left Hawai‘i, but returned later to open a stationery and book business in the building that also housed the post office. It was the practice of the postal office to post daily bulletins on ship arrivals, mail dispatches, and other information. Whitney began to post a news sheet daily except Sunday, on the wall opposite the post office bulletin. This was the start of what was to become the *Daily Bulletin* in 1878, the first daily printed news sheet in Honolulu. Shortly after the *Daily Bulletin* appeared as a daily, the *PCA* also began publication as a daily.

While generally considered pro-American in their positions toward business and politics, the *PCA* and the *Bulletins* considered themselves rivals for readership and influence. The Advisory Board will review a historical chronology of how important events on the international, national, and local levels were treated in both newspapers, in order to compare coverage and editorial policies of these and at least one other newspaper with a significant run available on microfilm. Of particular note is the period of editorship by Walter Murray Gibson, enthusiastic supporter of the monarchy and the king’s policies. Some of the historical events include the 1893 overthrow of the Hawaiian government, the 1898 annexation by the United States, the position of the Native Hawaiians in their homeland, importation of foreign (Asian) labor, the 1900 bubonic plague and Chinatown fire, ethnic labor strikes of the early 1900s. Differences and similarities in coverage and point of views expressed in each newspaper may prove to be sources for very interesting historical and sociological research.
The sustained viewpoint of *The Friend* (May 1843- ), originally titled *The Temperance Advocate and Seamen’s Friend*, is noteworthy, in the longest paper published in Hawai‘i. Originally a monthly published by the Hawaiian Missionary Board and still published by the United Church of Christ 10 times annually, it was a source of information on the whaling industry and for sailors, but through the years included articles on a variety of topics pertinent to the times. Editor for 40 years, Reverend Samuel Chenery Damon supported women’s rights, improvements in the whaling industry, and health services for Hawaiians. As a monthly, it does not fit the definition of newspaper used by the Library of Congress (“A newspaper is a serial publication, appearing usually at least weekly, which serves as a primary source of information on current events of general interest”). *The Friend* was microfilmed by the University of Hawai‘i at Mānoa Library, and master copies are stored in the UHM Library’s underground storage at OCLC.

**Newspapers not on microfilm**

In the mid-1980’s the Hawaii Newspaper Project identified and microfilmed the most important newspapers. There are 24 English-language newspapers published in the time frame 1880-1922 which are not available on microfilm. One-third (9) of the titles have no known paper holdings. Most of the papers were published for only a year or two, the few that have longer publication runs extend beyond the grant coverage period. See the list at the end of Appendix B for details.

The seven short run titles held at the UH Mānoa Library and/or the Hawai‘i State Archives might be potential candidates for microfilming and digitization. However, these titles do not report Hawai‘i-wide events of historical significance or for a sufficiently long period of time as to be worth the effort of processing for microfilming and digitization.

**Newspapers on other islands**

Newspapers were published on islands of Hawai‘i other than in Honolulu, O‘ahu. They served their local communities, and have not competed with the major Honolulu newspapers in terms of influence and circulation. While useful for coverage of local community news, they have not been major factors in political decision-making nor in the shaping of public opinion across the state.

The Hawai‘i Island *Hilo Tribune* began in 1895 as a bilingual weekly paper. On the same island the *Hawaii Herald* was begun in 1896 (originally a Hawaiian language paper), then merged with the *Hilo Daily Tribune* (originally the *Hilo Tribune, 1917-1923*) and *Daily Post-Herald* (1916-1923) to form the *Hilo Tribune-Herald*. It became the *Hawaii Tribune-Herald* in 1969. In 2000 its circulation was 19,000 weekdays, 22,800 weekends. On the island of Kaua‘i, the *Garden Island* was started as an English-Japanese newspaper in 1902, became English-only in 1904 and continues to the present, with a circulation in 2000 of 10,000 daily; 10,950 weekends. On Maui the *Maui News* began publication in 1900. In 2000 circulation was 18,000 daily, 23,500 Sundays. By comparison, the circulation of the papers produced by the Hawai‘i Newspaper Agency (a joint operation of the *Advertiser* and *Star-Bulletin*) in 2000 was 113,000 daily, 188,000 Sundays.
While the Honolulu newspapers were distributed throughout the islands, those from islands other than O'ahu have not enjoyed widespread circulation or influence upon the broader community. The bulk of the population has been concentrated on O'ahu, where the capital city of Honolulu was established in 1850. Rising population rates on all the islands during the time period of 1880-1910 were due to in-migration by foreign agricultural laborers, from Portugal, China, Japan. As agriculture became less central to the economy, O'ahu became and remains the mostly densely populated island. The table below will demonstrate the population shift to O'ahu, which continues to the present:

<table>
<thead>
<tr>
<th>Date</th>
<th>Hawai'i island</th>
<th>Maui</th>
<th>O'ahu</th>
<th>Kaua'i</th>
</tr>
</thead>
<tbody>
<tr>
<td>1831-32</td>
<td>45,792</td>
<td>35,062</td>
<td>29,755</td>
<td>10,047</td>
</tr>
<tr>
<td>1853</td>
<td>24,450</td>
<td>17,574</td>
<td>19,126</td>
<td>6,991</td>
</tr>
<tr>
<td>1872</td>
<td>16,001</td>
<td>12,334</td>
<td>20,671</td>
<td>4,961</td>
</tr>
<tr>
<td>1896</td>
<td>33,285</td>
<td>17,726</td>
<td>40,205</td>
<td>15,228</td>
</tr>
<tr>
<td>1910</td>
<td>55,382</td>
<td>28,623</td>
<td>81,993</td>
<td>23,744</td>
</tr>
</tbody>
</table>

Hawai‘i’s major English-language newspapers published in Honolulu have recorded significant events during a turbulent transitional period in the nation of Hawai‘i and the United States and have preserved all manner of details of everyday life in a multi-ethnic territory. Highlights of important political, social, and cultural news that occurred within the 1880-1910 time frame of the National Digital Newspaper Project are included in Appendix A.

C. METHODOLOGY AND STANDARDS

Newspaper Collections within the State and the Extent to which they have been Cataloged and Microfilmed

Access to Hawai‘i newspapers has been sustained by the NEH sponsored U.S. Newspaper Project, which, among other objectives, preserves historical newspapers on microfilm. The Hawaii Newspaper Project identified and microfilmed newspaper holdings in Hawai‘i repositories. Between 1983 and 1990, the University of Hawai‘i at Mānoa Library preserved the content of 141 Hawai‘i newspaper titles (120,975 frames) with NEH funding. OCLC union lists records were updated to reflect the microfilming. A revised *Union List of Hawaii Newspapers* was distributed in 1990 as an outcome of the Hawaii Newspaper Project.

Annually the Hawaiian Collection microfilms 12 current newspapers in English, Korean, and Japanese; these cover general news, business, ethnic, and neighbor island interests. Master copies of newspapers filmed under the NEH grant and in the on-going microfilming program are preserved on polyester-based, silver-negative 35 mm microfilms stored remotely under ANSI standard conditions.

Hawai‘i newspapers are held in a number of libraries in the state, mostly in microformat. Collections in paper, particularly of Hawaiian language newspapers, are held in the Bishop Museum Library and the Hawaiian Historical Society Library. The University of Hawai‘i at Mānoa Library has scattered print holdings. There are 13 English language newspaper titles (approximately 21 database records) for material published between 1836 and 1923 in the WorldCat database. Appendix B contains the detailed description.
The library and its partner institutions have access to nearly all available master negative microfilms of the state's major newspapers for the period of 1880 through 1922. The location of the Hilo Tribune-Herald masters is recorded as being in the publication offices. However they are currently unaccounted for (the newspaper which is still published has been contacted and they are searching their archives). The film was produced to the microfilming guidelines and standards in effect when they were created. In some cases, the microfilm was made in the early 1960's and almost certainly was not created in conformance with modern USNP standards. It is also almost certain that the newspapers being considered for the project that fall into this category are of overwhelmingly important historical significance and extra processing would be justified.

An in-depth investigation of the overall quality of the microfilm and its suitability for digitization will need to be done at the start of this project because existing information about density, resolution, reduction ratio, focus, and physical condition of the film is scattered and inconsistent. The Library Preservation department reformatting specialist has stated that the reduction ratios are either 16X for "full-size" (6 column) newspapers. The project participants will need to work with one or more vendors selected to determine the level of special treatment that may be required to produce good images and text indexing from the early years of the selected newspapers. If a good quality paper copy can be located which might be scanned, it may be better to use that rather than the existing microfilm. Known issues related to the condition of the newspapers when they were microfilmed are described in APPENDIX ???.

Newspapers in the state of Hawai‘i have been described and cataloged in a number of publications over the years including:

**Articles:**
- Bell, Janet E. “A project to microfilm Hawaiian newspapers published primarily before 1900.” *Hawaii Historical Review.* 2.4 (July 1, 1966): 332-334.

**Books:**
- Hawaii Newspaper Project.
- Hawaii State Archives.
- Hawaiian Historical Society.
- *Newspapers published in Hawaii; survey of the holdings of the Hawaiian Historical Society: analysis of the files in the collection, their relation to holdings of other Honolulu libraries and to the total production in Hawaii,* 1953.
- Mookini, Esther T.
Experience with Digital Conversion Projects

The University of Hawai‘i at Mānoa Library has extensive experience and a long history of involvement with digitization projects, beginning in 1991 when the library received a 2-year Title II-C federal grant for a pilot project to create a digitized database using the Trust Territory Archives Photo Collection. This first foray into digitization supplied the library with "ground floor" experience and knowledge of the early development of standards for image formats and quality, the management issues of running an in-house conversion project, and what end-users looked for when using online image collections. Over the past 16 years the library has developed significant expertise in researching technical specifications for equipment, working with vendors offering digitization services and managing grant funds. Staff are familiar with a wide range of flatbed scanners, and regularly use onsite overhead book and microfilm scanners as well as digital cameras for documentation of preservation activities. The library Information Technology Division has staff with expertise in server system administration, specialized electronic resource delivery systems (e.g. CD server, digital video server) and advanced network configuration and security expertise.

In Fall 1998, three areas of the Special Collections were awarded an Institute of Museum and Library Services (IMLS) grant to fund a two-year project to begin developing a digital library of Hawaiian and Pacific Islands materials. This project represented a major leap forward in technology. The World Wide Web was now an integral means of access to digitized information, standards for description of archival materials (finding aids and metadata) were evolving and technology capable of high quality output was becoming affordable. Flatbed scanners, with transparency capability, and a microfilm scanner were acquired and used extensively in this project. Later, in partnership with PREL (Pacific Resources for Education and Learning) an overhead book scanner was added to the growing digitization lab. The latter has been used for Interlibrary loan document delivery and reformatting projects as well as for digitization projects such as the Asia Collections web site "Asia at Work" http://libweb.hawaii.edu/libdept/asia/books/.

Past or Current Effort to Digitize these Collections

English language newspapers of Hawai‘i are not available in digital formats for the time period 1880-1922. Only the most recent two months are available free of charge through the website of the Honolulu Advertiser (http://the.honoluluadvertiser.com/current/help/backissues); back issues from 1999 may be purchased. The online edition of the Honolulu Star-Bulletin (http://starbulletin.com/backissues.html) is available from March 1996 to the present. The HSPLS created and published a print index to articles in the Advertiser and Star-Bulletin from 1929-1994, and maintains an online index covering articles from 1989 to the present (http://ipac2.libarieshawaii.org:81/).

In 1997, the University of Hawai‘i at Mānoa Library began a pilot project to make selected, heavily used Hawaiian language newspapers available on the World Wide Web (WWW). These historical newspapers, published from the mid-nineteenth through the early twentieth centuries in Hawai‘i, were only available on microfilm. In an effort to make the information accessible in places where local libraries did not have the microfilm or were unable to provide long hours of service, the pilot project goal was to digitally scan selected articles pertinent to Hawaiian language and history courses and selected rolls of particularly significant Hawaiian language newspapers, index the images on a basic level, and mount them on a server for access via the Internet.
The original five-month project (February-June 1997) was designed to identify the problems and issues related to making microfilmed Hawaiian language materials more widely available through use of digital technology. This project was funded by a University of Hawai‘i Student Equity, Excellence and Diversity (SEED) Grant. Additional SEED grants were received in 1998 and 1999, and a large 2-year grant, 1998-2000, from the Institute for Museum & Library Services (IMLS), continued the work. The University of Hawai‘i at Mānoa through the Hawaiian language program, in collaboration with ALU LIKE, Inc., the University of Hawai‘i at Hilo’s Hale Kuamo‘o, and Bishop Museum, is presently digitizing Hawaiian language newspapers (see: Hawaiian Nupepa Collection http://www.nupepa.org) and plans to make available on this site all of the published newspapers in the Hawaiian language.

The Library first began to digitize newspapers from microfilm in 1997. During the IMLS-funded project in 1998-2000, a significant number of issues from Hawaiian language newspapers were scanned from second generation copies of master negative microfilm which were purchased as part of the project. Acquisition of the microfilm duplicates was accomplished by the library's Preservation department staff who manage microfilm-related operations.

Titles included:
- *Ke Aloha Aina Oiaio* - 1896-1897
- *Ke Au Hou* - July 1910 - January 1912
- *Hawaii Holomua* - 1912
- *Ke Kilohana o ka Malamalama* - 1907 - 1919
- *Ka Lanakila* - July 1, 1909 - October 21, 1909
- *Ka Lei Momi* - June 21, 1893 - September 22, 1893
- *Ka Lei Momi e Mau Kou Olino Ana* - August 5, 1893 - December 25, 1893
- *Ka Leo o ka Lahui* - 1889-1896
- *Ka Loea Kalaiaina* - 1897-1900
- *Ka Manawa* - November 7, 1870 - December 12, 1870
- *Ka Nai Aupuni* - 1905-08

Scanning was performed using a Minolta MS3000 microfilm scanner. This scanner produces only black and white images at a maximum dpi of 400 – but for the purposes of this project, it was satisfactory. TIFF images were created and saved as the source files for derivative images which were made available on the Hawaiian Language Newspapers web site (http://libweb.hawaii.edu/digicoll/newspapers.htm). One of the project objectives was to determine the feasibility of performing OCR (Optical Character Recognition) on the scanned newspaper images. Several potential software solutions were tested, and an excellent OCR program (Abbyy Finereader - since become one of the most popular and widely used programs) was identified. Extensive testing of software and image settings was performed on different pages from a number of newspapers. However, it was determined that because of the poor quality of the original papers, the inconsistent microfilm quality, and the need for proficient Hawaiian language expertise to perform text proof reading that OCR was not feasible for the Library to attempt. These findings and other project management topics were presented at the March 2000 IMLS-sponsored Web-Wise Conference in Washington, D.C. and subsequently published in the online journal First Monday, http://www.firstmonday.org/issues/issue5_6/index.html.
In Fall of 2000, librarians and staff involved with digitization projects gave an introduction to digitization 2-day pre-conference workshop before the 10th Annual Pacific Islands Association of Libraries and Archives PIALA conference. Librarians, archivists, museum staff from Belau National Museum, Koror, Palau; Chuuk High School, Chuuk [Truk], Micronesia; College of the Marshall Islands, Majuro, Marshall Isles; FSM Learning Resources Center, Pohnpei, Micronesia and Yap Archives, Yap, Federated States of Micronesia [FSM] attended. It raised the level of understanding and awareness of the issues involved and also the positive aspects of a digitizing program.

In 2000-2001, the University of Hawai'i at Mānoa Library consulted with the University's Hawaiian language program, ALU LIKE, Inc., the University of Hawai'i at Hilo's Hale Kuamo'o, and Bishop Museum providing them with the information and conclusions of the newspaper scanning projects. Subsequently, those organizations began a large scale program to digitize Hawaiian language newspapers, perform OCR and proof-reading using Hawaiian language students (See: Hawaiian Nupepa Collection http://www.nupepa.org).

In addition to originating the Hawaiian language newspaper scanning, the Library has successfully carried out several moderate scale digitization/OCR conversions of English language material for the Annexation of Hawai'i: a Collection of Documents digital collection (http://libweb.hawaii.edu/digicoll/annexation/annexation.html), including Affairs in Hawaii (aka Blount Report - over 1400 pages) and the Congressional debates on Hawaii Organic act, together with debates and congressional action on other matters concerning the Hawaiian Islands (aka the Organic Act – over 600 pages).

The Library has a long history of experience with digital conversion projects, including a wide variety of scanning hardware and software, expertise at managing grant-funded digitization projects as well as "shoe-string" operations. The Information Technology Division of the Library has an experienced project manager and programmers who have worked with a wide variety of digital library systems (e.g. Greenstone, dSpace, Streetprint). Through a cooperative internship program with the Library and Information Studies Program (See: http://www.hawaii.edu/slis/courses/690/690-dns-speccoll.htm) library school graduates have been exposed to and involved with range of digitization projects including research and direct experience with issues relating to creation of a digital library; experience with making image and other files available for use on WWW; HTML encoding and design and indexing. The University of Hawaii at Manoa Library has a growing digital library program, with significant outreach to instructional and research units on campus, especially through the recently launched institutional repository Scholarspace (http://scholarspace.manoa.hawaii.edu/). See Appendix C for representative samples from the collections.

If selected, the UHM Library would host the products of the grant on existing infrastructure and would feature it on the digital collection website as a major new contribution to the growing collection of primary material related to Hawaii’s history. The Library is working with a private foundation and will continue to pursue additional funding in order to expand the value of the digitized newspapers.
D. PLAN OF WORK

Selection

The Library will convene an advisory committee at the start of the project to finalize the newspaper title selections that meet the criteria for high research value, geographic and temporal coverage and/or titles that have ceased publication and lack active ownership. Members of the advisory committee are Professor Helen Chapin, renowned historian and author of major studies of Hawai‘i newspapers; Barbara Dunn, Director of the Hawaiian Historical Society; Patrick McNally, head of the Hawai‘i Pacific Division of the Hawai‘i State Library, and Carol Silva, head of the Records Management Division of the Hawai‘i State Archives. These members bring extensive knowledge about Hawai‘i newspapers and experience in reference service requiring access to newspapers. Joan Hori, a project principal investigator, and curator of the Hawaiian Collection will also serve on the board.

During the initial selection process, the project staff will consider the historical significance and content of the titles, statewide or regional influence, and whether the newspaper is the "paper of record" at the state or county level. The committee will also review information about the availability of master negatives, the page image quality and the overall technical quality of the available film. The Advisory Board will select from among English language newspapers available on microfilm using criteria that will include:

• Widest impact on social, economic, and political developments in Hawai‘i
• Extent of physical and demographic coverage in reporting significant historical events
• Titles on microfilm that are complete or relatively complete
• Quality of original text and microfilm capture

Final selection will take into consideration whether master negatives for a significant portion of the full title run are available and weigh the historic significance against any quality issues.

Newspaper titles for which there is no microfilm, and titles that may be less likely to be digitized due to short publication histories and/or lack of ownership, will be reviewed taking into consideration criteria such as whether the newspaper ceased publication, lacks active ownership, or might be considered an "orphan title" or whether the newspaper document a significant minority community at the state or regional level. Helen Chapin’s comprehensive annotated list, *Guide to Newspapers of Hawai‘i 1839-2000* and the Hawaii Newspaper Project’s two lists of Hawai‘i newspapers, together with the subject knowledge brought to the board by its members, will guide the selection process. The Advisory committee will be provided with general information including a copy of this grant application and appendices, and the selection criteria documents from the Library of Congress NDNP web site (http://www.loc.gov/ndnp/).

After final selection of titles, members of the Advisory Board, with research assistance from a graduate student from a relevant program of study (e.g. American or Hawaiian history, political science, sociology) will produce the documents required by the grant program:

• Decade essays – history of state’s newspapers and impact on regional historic events for the relevant time period (one essay per decade) – maximum 1,000 words/essay.
• Essay – scope and content of each title, history and significance – 500 words.
The Project Director will coordinate the division of responsibilities for production of draft versions of the essays and will prepare the final versions with the assistance of the graduate student researcher and editorial participation from the Advisory Board.

**Scanning**

The Library will purchase second generation duplicate silver negative film produced either by Proquest and/or OCLC from master film deposited with them, or by Advanced Micro-Image (Hawai‘i) from master film deposited with the Hawai‘i State Archives. Approximately 190 reels will come from Proquest, 159?? reels from OCLC and 17?? reels from the Hawai‘i State Archive.

The Library will contract with a vendor to produce deliverables as defined in the NDNP Technical Guidelines (http://www.loc.gov/ndnp/pdf/NDNP_200810TechNotes.pdf). As needed, project staff will research, locate, and scan (or outsource the scanning of) paper newspapers to fill in missing issues. Paper newspapers will be scanned as 400 dpi 8-bit grayscale TIFFs as newspaper size permits. Manual review of the microfilm will be necessary so that staff may flag potential problems that will affect scanning and identify metadata that will need to be supplied.

The vendor will produce deliverables which meet the specifications for each newspaper page
- Page image in two raster formats
  - Grayscale, scanned for maximum resolution possible between 300-400 dpi, relative to the original material, uncompressed TIFF 6.0
  - Same image, compressed as JPEG2000, each JPEG2000 image will incorporate appropriate XMP metadata, be 6 decomposition levels and 25 quality levels with a compression of 8:1.
  - File with OCR text and associated bounding boxes for words, 1 file per page image
  - PDF Image with Hidden Text, i.e., with text and image correlated with appropriate XMP metadata for each PDF file.
  - File will be grayscale, downsampled to 150 dpi and encoded using a medium JPEG quality setting and will not contain any bookmarks, links, named destinations, comments, forms, Javascript actions, external cross references, alternate images, embedded thumbnails, annotations, or private data.
  - Structural metadata to relate pages to title, date, and edition, sequence pages within issue or section; and to identify image and OCR files
  - NDNP specifications for Digital Asset Metadata Elements and XML Metadata Templates will be used

Correction of skew and other specified manipulation of images will be performed by the vendor. Newspapers microfilmed two sheets per frame will be split into two separate image files and images with more than 3 degrees of skew will be deskewed. Page image files will be cropped to retain the actual edge and up to ¼ inch beyond. All operations that change the image dimensions, spatial resolution, or orientation will be made to the TIFF before OCR. A standards-based scanning target film strip will be scanned at the start of each session, to monitor scanning equipment performance. Target test images will be delivered along with the page images, and described in the reel metadata object
PDF (Portable Document Format) files

A searchable PDF image file (i.e. PDF image with hidden text) will be created. The page image will be grayscale, downsampled to 150 dpi and encoding using a medium JPEG quality setting. It will not contain any bookmarks, links, comments, external cross references, embedded thumbnails, annotations, etc. The PDF files will incorporate appropriate XMP metadata.

Optical Character Recognition

The Library will contract with a vendor to perform Optical Character Recognition (OCR) on the newspaper pages to the specifications described in the grant technical requirements. The OCR text will be encoded using the ALTO (Analyzed Layout and Text Object) schema, Version 1-1-041 or greater. The page images will correspond in dimensions, orientation, and skew to those used for the OCR. One text file per page image will be created in the UTF-8 character set. No graphic elements of the page image will be saved with the OCR text. The text will be ordered column-by-column (natural reading order) and include bounding-box coordinate data at the word level. If the OCR process selected by the grant recipient includes generation of coordinates for article zones, the segmentation data will be removed from the METS/ALTO object prior to delivery to Library of Congress.

Metadata

Bibliographic metadata for each image, will be provided in a record structure as required by the Library of Congress. Structural metadata, for each image, will be provided for titles, editions, issues (enumeration and chronology/date), sections, and pages per the technical guidelines. Technical metadata, including the file format, pixel array, targets, and device will be entered by the vendor at the time of digital capture. The Library will follow the metadata specifications provided in the technical guidelines and those developed with the awardees. Metadata will include:

- Title identifier using the Library of Congress Control Number (LCCN)
- Unique identifier for each issue using LCCN, Issue Date and Edition Order.
- Unique identifier for each page using LCCN, Issue Date, Edition Order and Record Sequence Number.

The Library will create issue/edition metadata for all identified issues/editions known to be published but not available and use the "issue present indicator" to show the issue/edition is not available. Likewise, the Library will create page metadata for all known page occurrences known to be published but not available and use the "page present indicator" to show the page is not available.

Pre-existing CONSER records will be reviewed and updated as necessary and copies delivered with the project data. The records will be in MARC 21 Communications format.
Validation

The selected vendor(s) will use the project-specified Digital Viewer and Validator (DVV) to validate all digital objects before shipment to Library of Congress per the technical specifications for the grant. The following products should be delivered to the Library:

- Validated Master digital page image in TIFF 6.0 uncompressed format.
- Validated OCR text file with bounding-box coordinates, 1 text file per page.
- Validated PDF Image with Hidden Text, 1 PDF per page.
- Validated derivative digital page image in JPEG2000 (.JP2) format using specified compression options.
- Validated metadata using METS in accordance with NDNP Technical Guidelines with all records combined into one dataset.

Upon receipt the Library will:

- Record tracking data to monitor workflow
- Revalidate all deliverables to assure quality
- Ensure metadata exists for issue present and page present indicators
- Accept or reject deliverables from vendor

Proper preparation of metadata will facilitate the reformatting work by clearly identifying and linking the digital output with the required electronic records.

Quality control is required to vet the various digital outputs and reconcile them with the technical and bibliographic metadata. The Library will adhere to the technical guidelines set for the National Digital Newspaper Program by the Library of Congress.

Digital products will be delivered to LC via tracked shipment of Firewire-enabled external hard drives. Adequate temporary storage for the TIFF, JP2, PDF, OCR, XML will be available on a 6-TB iSCSI Library server. Data will be shipped to Library of Congress on a monthly schedule after initial project timetables and procedures have been established, with an expected response time of 1 month for LC data acceptance and ingestion. The budget includes purchase of 10 external hard drives to insure that there will be enough capacity to have one or more drives "in transit", and in case one or more should be lost or damaged. Two workstations will be purchased for use by the project staff and will include extra disk space and backup systems to insure that data being reviewed is not lost before it has been shipped to Library of Congress.

A delivery device will encompass a single batch. The batch will be stored at the root of the device or in a batch-specific directory structure. From that directory, if successive sub-directories are required, they will be based on LCCN, reel number, and issue date. An XML Batch file will be created, per the specified template. The batch file will be stored at the root or within the batch-specific directory. After completing digitization and quality control of the newspaper microfilm, all 2N duplicate silver negative microfilm will be labeled as specified by LC, and will be shipped for deposit with LC.

The final selection of a conversion vendor will occur after an official bid process if the UHM Library is awarded this grant, therefore the exact sequence of work steps cannot be fully determined at this point. A general outline of expected activities follows.
STARTUP PHASE (OCTOBER – DECEMBER 2008)

- Prepare list of suitable titles for review by Advisory Board for selection
- Convene Advisory Board to prioritize collections to be digitized.
- Conduct preliminary research on titles
- Liaise with project partner, Library of Congress (LC), National Endowment for the Humanities, and other award recipients to administer the project.
- Develop bidding documents and post Request For Proposal/Quotation to digitization vendors and microfilm duplication vendors.
- Review digitization vendor bids.
- Advisory Board makes final selections based on vendor ability to provide product for high priority titles.
- Select digitization vendor and/or microfilm duplication vendor and negotiate contract(s).
- Provide LC with list of selected titles, to include title, chronological coverage, and LCCN
- Establish web site to document and share project information.
- Develop an agreed-upon production schedule with LC
- Outline project timetables.
- Order copies of microfilm material.
- Assess available bibliographic description.
- Host LC technical representative on site visit [schedule of visit currently unknown]

SECOND QUARTER (JANUARY-MARCH 2009)

- Purchase 2N silver negative MF, vendor(s) creates 2N silver negative MF from masters
- Additional technical analysis of selected titles may be required at this point
- Hire a Technical Specialist (APT classification), who will perform review of microfilm content, perform digital file and metadata quality control, produce metadata throughout project.
- Train Technical Specialist on quality control benchmarks.
- Technical Specialist performs assessment of microfilm condition, note areas of concern, including missing issues.
- Confirm digital file naming conventions. Assign unique identifiers to item level objects per LC guidelines.
- First batch of film scanned (up to 10,000 pages). Vendor creates and initial metadata, OCR and PDF per technical specifications
- Vendor validates deliverables using DVV and sends to Library
- Technical Specialist revalidate all deliverables from vendor
- Technical Specialist creates metadata as necessary for issue present indicators and page present indicators
- Identify issues with unsuccessful sets.
- Re-send unsuccessful reels to vendor for correction and reprocessing.
- Ship first batch of files to LC
- Submit first semi-annual report.
- Attend annual program meeting/workshop held in Washington
THIRD QUARTER (APRIL-JUNE 2009)
- Receive monthly batches of digital files (TIFF, JPEG2000, PDF, OCR) and metadata from vendor.
- Vendor validates deliverables using DVV and sends to Library.
- Technical Specialist revalidate all deliverables from vendor.
- Technical Specialist creates metadata as necessary for issue present indicators and page present indicators.
- Identify issues with unsuccessful sets.
- Re-send unsuccessful reels to vendor for correction and reprocessing.
- Technical Specialist conducts quality control on sample of records for each type of TIFF, JPEG2000, PDF, and OCR files.
- Technical Specialist reconcile records to digital content and enrich content of records as necessary.
- Ensure 15% of deliverables are validated and shipped to LC by end of June.

FOURTH QUARTER (JULY-SEPTEMBER 2009)
- Receive monthly batches of digital files (TIFF, JPEG2000, PDF, OCR) and metadata from vendor.
- Receive reprocessed batch of digital files from vendor.
- Technical Specialist conducts quality control on sample of reprocessed records for each type of TIFF, JPEG2000, PDF, and OCR files.
- Vendor validates deliverables using DVV and sends to Library.
- Technical Specialist revalidate all deliverables from vendor.
- Technical Specialist creates metadata as necessary for issue present indicators and page present indicators.
- Identify issues with unsuccessful sets.
- Re-send unsuccessful reels to vendor for correction and reprocessing.
- Archive successful digital files, XML packages.
- Copy to and begin monthly shipments to LC on firewire hard drive(s).
- Deliver XML package, bibliographic metadata, microfilm technical metadata, digital technical metadata, OCR files, and microfilm to LC.
- Ensure 25% of deliverables are validated and shipped to LC by end of September.
- Submit semi-annual report.

SECOND YEAR (OCTOBER 2008-SEPTEMBER 2009)
- Receive monthly batches of digital files (TIFF, JPEG2000, PDF, OCR) and metadata from vendor.
- Receive reprocessed batch of digital files from vendor.
- Technical Specialist conducts quality control on sample of reprocessed records for each type of TIFF, JPEG2000, PDF, and OCR files.
- Vendor validates deliverables using DVV and sends to Library.
- Technical Specialist revalidate all deliverables from vendor.
- Technical Specialist creates metadata as necessary for issue present indicators and page present indicators.
- Identify issues with unsuccessful sets.
- Re-send unsuccessful reels to vendor for correction and reprocessing.
- Archive successful digital files, XML packages.
- Continue monthly shipments to LC on firewire hard drive(s).
SECOND YEAR (OCTOBER 2008-SEPTEMBER 2009) CONTINUED

- Deliver XML package, bibliographic metadata, microfilm technical metadata, digital technical metadata, OCR files, and microfilm to LC.
- Submit grant reports as required.
- Attend annual program meeting/workshop held in Washington
- Continue organization and quality control processes with remainder of digital files.
- Copy to and ship files on firewire hard drive(s).
- Update CONSER MARC records for newspaper titles
- Deliver XML package, bibliographic metadata, microfilm technical metadata, digital technical metadata, OCR files to LC.
- Identify, label and ship 2N negative microfilm to LC.
- Ensure all digital assets are validated and shipped to LC by end of grant

E. STAFFING (PLEASE SEE THE ATTACHED RESUMES.)

Project Director, Joan Hori, Curator, Hawaiian Collection – 2%
Coordinator/Metadata, Martha Chantiny, Head, Desktop Network Services – 7%
Web Support Librarian, Beth Tillinghast - 10%
Technical Specialist/Quality Control (temp hire) – 100%
Graduate student research assistant – 20 hours/week for approximately 6 months
Preservation Department Head Librarian, Lynn Davis - 1% for approximately 1 year
Preservation Reformatting Specialist, Ann Rabinko – 1% for approximately 1 year
Advisory Board (4 individuals @ 4 hours/month for 6 months) – est. $4,000 in-kind contribution

The Project Director, Joan Hori, and Coordinator, Martha Chantiny, will have oversight of the project. Both have been leaders on several digitization projects over the past 10 years. They will liaise with the funding agencies, hire and supervise staff and work with contractors. They will attend NDNP meetings in Washington. Ms. Hori is curator of the Hawaiian collection, the most comprehensive single academic resource for material documenting the history, society, language, literature and culture of Hawaii. She has taught the course "Native Hawaiian Resources," a 3 credit graduate course in the Library and Information Science Program at the University of Hawai‘i at Manoa, four times in the last 6 years and has served as the section editor and co-compiler of "Hawaiiana in [year]: A Bibliography of Titles of Historical Interest," published in The Hawaiian Journal of History for the last 10 years. Ms. Chantiny has been Head of Desktop Network Services, an information technology support unit since 1999 and has been involved with digitization projects since 1990.

The Coordinator, Ms. Chantiny, will provide management of the project, develop procedural guidelines. She will finalize job descriptions, interview and hire the graduate student researcher and the Technical Specialist in consultation with the Web Support Librarian. In consultation with the Preservation Librarian and Reformatting Technician she will assess the condition of the microfilm materials, note areas of concern such as missing issues. She will confer with members of the Library’s Catalog Department on bibliographic issues. She will develop procedures with the temporary hire Specialist on technical issues related to the creation, storage, and retrieval of digital items.
The Coordinator, Ms. Chantiny, will create RFP(s) for the vendor open bidding process, specifying all technical details pertaining to the deliverables, and establishing a timeline for completion. The Project Director, Coordinator and the Preservation Librarian will review the bid proposals and work with the Advisory Board to make the final selection of newspapers and vendor. Once one or more vendors are selected, Ms. Chantiny will work with the Library Fiscal Officer and the campus Office of Research Services to ensure appropriate contracts and benchmarks are in place and that all budgetary transactions are handled appropriately. Ms. Chantiny has extensive experience in preparation and review of technical RFPs and handling expenditures in federally funded grant projects in conjunction with the Library Fiscal Officer.

Beth Tillinghast, Web Support Librarian, will coordinate creation of web sites to document the project and make the digital files available. She will work with project staff to explore, and if feasible, implement value-added web-based access to the project material in addition to the basic Library of Congress system. Ms. Tillinghast has been the team leader for development of the Library’s Institutional Repository, Scholarspace. Ms. Tillinghast has served as Acting Head of the library Preservation department and on the Preservation Disaster Relief Team. She chaired the Library Web Redesign Committee and now chairs the library Web Advisory Group. Ms. Tillinghast has considerable experience supervising student interns performing digitization and content creation for websites and Scholarspace. Ms. Tillinghast and Ms. Chantiny will share responsibility for training and supervision of the Technical Specialist and graduate student research assistant.

The Specialist, TBD, is responsible for close monitoring of production. This position will be responsible for overseeing the project’s daily production and review of metadata for accuracy. Will liaise with the Preservation reformatting specialist, microfilm storage and reproduction vendor(s), supervise second-generation microfilm quality control, and manage shipments of microfilm to the digitization/text-conversion vendor. Will perform quality control on the digital images and the metadata returned from the vendor. Will review images and associated metadata returned from the vendor to ensure product meets project specifications. Will prepare, monitor, and document project schedules. Will document the process flow of materials. In collaboration with Project Director and Coordinator, will prepare project reports. Will establish a web site that will document policies and procedures and publish documentation on website. The positions will be hired to start in the second quarter of the project and continue through the end of the project period.

The Graduate Research Assistant will be responsible for conducting research on the selected newspaper titles. The Research Assistant will make use of specific newspaper histories, where they exist or general Hawaii newspaper histories such as the Guide to Newspapers of Hawai‘i 1839-2000.

The Advisory Board will confer to help finalize the titles for the project and prepare the historical essays. Members include Professor Helen Chapin, historian and author of major studies of Hawai‘i newspapers; Barbara Dunn, Director of the Hawaiian Historical Society; Patrick McNally, head of the Hawai‘i Pacific Division of the Hawai‘i State Library, and Carol Silva, head of the Records Management Division of the Hawai‘i State Archives. These members bring extensive knowledge about Hawai‘i newspapers and experience in reference service requiring access to newspapers.
Professor Chapin has been inducted into the Society of Professional Journalists Hall of Fame and has written two seminal books on Hawaii newspapers: Shaping History: The Role of Newspapers in Hawaiian History (UH Press, 1996) and A Guide to Newspapers of Hawaii 1834-2000, published by the Hawaiian Historical Society in 2000. Ms. Dunn is a member of the Board of the Association of Hawaii Archivists and the Hawaii Museums Association. The Hawaiian Historical Society publishes the only scholarly journal on Hawaiian history. Mr. McNally has been a reference librarian in the Hawaii State Library Hawaii & Pacific Section for 15 years and was appointed Head of the division in 2003. Carol Silva has extensive knowledge of Hawaii culture and history and has written a series of columns based on research in newspapers and archives (see Attachment G).

F. BUDGET
See the attached budget form for details. Budget categories include salaries, fringe benefit costs, travel expenses for two project representatives to attend the initial meeting of award recipients and annual program meeting/workshop in Washington, D.C.; estimated expenses for a Library of Congress technical representative to conduct a site visit and technical consultation (exact time frame, length of stay are currently unknown). The budget assumes for estimation purposes that the digitization vendor will be OCLC, and that a total of 100,000 pages will be processed. The budget includes estimated cost for acquiring 2N silver negative microfilm copies from a local vendor and from Proquest. However final costs and selection of a vendor will be subject to competitive official bid. Locally held microfilm will be duplicated by Advanced Micro-Image under a contractual discounted rate. The budget includes estimated costs for hard drive media and insured/tracked shipping to Washington, D.C. as well as a processing workstation for the Technical Specialist and another workstation for use by the graduate research assistant, project staff and library school interns that may be brought in to assist with the project for educational credit. Cost sharing will be accomplished through a percentage of library and advisory board staff time devoted to the project and the assumption of supplies and postage costs.

CONCLUSION
The Library is well prepared to undertake a digital conversion project and has the expertise necessary to continue this effort in future phases. Highly skilled Library staff has led and participated in numerous digital conversion projects. The staff’s experience in managing the administrative and technical aspects of those projects will guide and inform the new effort to digitize materials in microfilm format. The Library has also participated in a number of partnership projects, in varying roles. The Library has begun exploring a partnership with the Hawaii State Library to cooperatively fund article level indexing of the newspapers. Commitment of funding from a local foundation has been assured in the amount of $10,000 per year for two years and the Library is actively pursuing supplementary funding from relevant funding entities associated with the two major newspapers (Honolulu Advertiser and Star Bulletin). The Library looks forward to contributing its historical content and its technical expertise to this national initiative.