



NATIONAL LEADERSHIP GRANTS FOR LIBRARIES

Sample Application LG-260012-OLS-26
Project Category: Community-Centered Implementation

Passaic County Community College

Amount awarded by IMLS:	\$100,000
Amount of cost share:	\$50,940

Passaic County Community College will lead a community-centered initiative to digitize and provide public access to archival materials documenting Alexander Hamilton's role in establishing Paterson, New Jersey. The project will be in partnership with local libraries, museums, cultural organizations, and Passaic County Community College faculty and students. The project will create a shared digitization hub and digitize historical items, including documents, photographs, maps, newspapers, and oral histories. Students will receive hands-on training in digitization and metadata creation using the Omeka-S platform, resulting in a publicly accessible digital archive that expands access to Paterson's history for students, researchers, and the broader community. The project will result in digitized, searchable collections drawn from the Alexander Hamilton archives at Passaic County Community College, the Paterson City Free Library, the Paterson Museum, County of Passaic Department of Cultural & Historic Affairs, the Hamilton Partnership for Paterson, the American Labor Museum, and student materials identified by Passaic County Community College's Student Government Association.

Attached are the following components excerpted from the original application.

- Narrative
- Schedule of completion

When preparing an application for the next deadline, be sure to follow the instructions in the most recent Notice of Funding Opportunity for the grant program to which you are applying.

Introduction

Passaic County Community College (PCCC) requests \$100,000 over two years from the Institute of Museum and Library Services' National Leadership Grants for Libraries program to implement a Community-Centered Implementation project. PCCC's project, entitled *Alexander Hamilton Digital Collections*, addresses the lack of local digitization capacity in Paterson, NJ, where important historical and cultural materials remain inaccessible due to limited technology and infrastructure. Through partnerships with the Paterson Free Public Library, the PALS Plus Consortium, the Hamilton Partnership for Paterson, the Paterson Museum, the PCCC Student Government Association (SGA), the County of Passaic Department of Cultural & Historic Affairs, and the American Labor Museum, PCCC will establish a shared digitization hub at its library to expand access to archival collections. Building on the College's earlier National Endowment on the Humanities (NEH) funded *Discovering Paterson* project, this project will use proven digitization practices and the open-source Omeka platform with metadata following Dublin Core standards. Digitizing materials from PCCC's 1985 Alexander Hamilton Symposium and Hamilton-related collections held by partner organizations will engage students, community members, and local cultural institutions with scholarship on Alexander Hamilton as the nation approaches its 250th anniversary. Through this project, the PCCC Library will serve as a shared digitization hub that connects PCCC, local library systems, and community partners around the preservation and use of the region's historical collections. Additionally, through hands-on student involvement, PCCC will expand access to archival materials while developing student skills in information literacy, digitization, metadata, history and emerging technologies.

Project Justification

Alexander Hamilton, one of the Founding Fathers of the United States, played a pivotal role in the establishment of Paterson as part of his vision for America's economic independence. As the first Secretary of the Treasury, Hamilton sought to transform the young nation into a manufacturing powerhouse, reducing reliance on European imports and fostering self-sufficiency. In 1791, Hamilton founded the Society for Establishing Useful Manufactures (S.U.M.), an organization aimed at creating a hub of industrial innovation. He chose the site of Paterson, due to its proximity to the Great Falls of the Passaic River. The Great Falls, one of the largest waterfalls in the United States, captivated Hamilton with its immense power and potential as a source of energy for factories. Paterson became an economic engine during the Industrial Revolution. Earning the moniker Silk City, by 1870, 50 percent of all silk produced in America came from Paterson. Its industrial economy extended far beyond textiles. Paterson was also a center for locomotive manufacturing, firearms production, textile machinery, aircraft engine manufacturing, metalworking, and dye and chemical industries that supported large-scale textile production. Powered by the Great Falls of the Passaic River, these industries helped establish Paterson as one of the first and most important manufacturing centers in the United States.

Therefore, The City of Paterson holds a rich and nationally significant history and archival materials, yet it currently lacks a centralized hub with the capacity to digitize, preserve, and provide public access to these historical materials. As a result, many materials remain undiscoverable to students, researchers, and the public. This need was identified through PCCC Library's five-year strategic planning process (2023), informed by an external review conducted

in 2022. That review highlighted gaps in digital readiness, discoverability of collections, and opportunities for collaboration with community partners. During this evaluation, archival service improvements were postponed due to the need to upgrade the library space and have appropriate staffing to support these services. With the conclusion of renovations and the hiring of a new librarian, PCCC is now better equipped to support such a project. The planning team concluded that growing digital services would better support library work and students, and that the archives were a natural place to focus this effort.

The project will result in digitized, searchable collections drawn from Alexander Hamilton archives at PCCC, the Paterson City Free Library, the Paterson Museum, County of Passaic Department of Cultural & Historic Affairs, the Hamilton Partnership for Paterson, American Labor Museum and student materials identified by PCCC's Student Government Association. Partner organizations involved in this project hold a wide range of archival materials that document the industrial, social, and cultural history of Paterson and the surrounding region. These collections include historical documents, factory and industrial records, photographs of factories and workers, maps and architectural drawings, newspapers and city directories, oral histories, and materials related to labor movements and immigrant communities. Additional materials include records connected to Alexander Hamilton and the early industrial development of Paterson, documents related to the Society for Establishing Useful Manufactures (S.U.M.), and resources that interpret the history of the Great Falls and the city's role in American manufacturing. The project will also digitize institutional and student materials held by PCCC, including student newspapers, campus publications, and other archival resources. Among these materials are records from the Alexander Hamilton Symposium, hosted by PCCC in October 1985 to celebrate Alexander Hamilton. Hamilton envisioned Paterson as a modern industrial city powered by the second-largest waterfall east of the Mississippi River. The symposium included hands-on workshops, presentations of original scholarship by academics from institutions such as Yale, Rutgers, Duke, and Cornell, an essay contest for Passaic County high school students, a one-man play depicting Hamilton's life, and an art exhibit highlighting Paterson's history and beauty. Digitization of this event will capture original scholarly works, planning documents, press releases, photographs, and other related ephemera, preserving the full scope of the symposium. Calls for presentations emphasized the theme: "Hamilton's Relevance to Colonial and Contemporary New Jersey and Regional Life." These collections provide a rich historical record of Paterson's development as a major center of industry, immigration, and community life, and their digitization will ensure that these materials become accessible to students, scholars, and the public.

This project builds directly on the College's earlier NEH-funded *Discovering Paterson* initiative. Led by PCCC professors of English and History, *Discovering Paterson* was an interdisciplinary initiative that explored the rich historical, cultural, and literary life of Paterson. PCCC students conducted archival research, produced scholarly blogs on Paterson writers, and collaborated with local cultural institutions such as the Paterson Museum, Paterson Great Falls National Historical Park, the Passaic County Historical Society, the Paterson Public Library, and the American Labor Museum. These activities created valuable digital and archival materials that preserve Paterson's stories while providing students with meaningful hands-on learning experiences.

The specialized equipment needed for digitization and the open-source digital collections and publishing platform are difficult for PCCC to obtain. By utilizing the resources provided by this grant, PCCC would be able to provide digitization resources and support to our community. Many unique artifacts of Paterson and Passaic County history would be made available rather than hidden in closets and archives. Scanners and OCR (Optical Character Recognition) software will allow us to continue to support and expand PCCC's Open Education Resources (OER) initiatives. PCCC has established itself as a statewide leader in OER addressing the financial challenges faced by its students. Due to high textbook costs, nearly 80 percent of PCCC students have taken at least one course without purchasing the required textbook, putting them at a disadvantage. With textbook costs averaging \$1,600 per year, nearly half of total educational expenses, PCCC launched its OER initiative in 2017 to reduce financial barriers. Today, more than 100 OER courses are offered and saving students an estimated \$2.75 million annually. Having the ability to digitize more physical OER materials will make them more accessible to students and faculty. OCR software will also be useful for creating accessible alternative formats of materials to provide accessible resources to students. This will also generate new opportunities for sharing OER materials with the community at large.

The project will use Omeka-S, an open-source digital collections and publishing platform developed specifically for libraries, archives, and cultural heritage institutions. Omeka-S is widely used by libraries and museums to organize, describe, and share digital collections using standards-based metadata, supporting long-term access, discoverability, and reuse. Omeka-S, is designed for multi-partner environments, making it well suited for our community-centered project that will bring together a college library, public libraries, and local cultural organizations.

The project will also establish a scalable digitization model that can be adapted by libraries nationwide in which students, faculty, local libraries, and cultural partners work together to digitize and share archival materials.

Project Work Plan

The project will be implemented over a two-year period from September 2026 through August 2028. Activities are organized to ensure that the infrastructure and workflows are established before large-scale digitization begins, and that students and partners are trained before participating in the digitization process. This phased approach will ensure that the project follows best practices for archival digitization, metadata creation, and digital access.

Activity 1 – Equipment Acquisition and Setup (September–November 2026)

During the first three months of the project, PCCC Library will purchase and install specialized digitization equipment, including flatbed, film, and book scanners, as well as supporting computers, storage systems, and archival supplies. A dedicated workspace within the library will be prepared according to archival best practices.

Activity 2 – Student Training (December 2026–January 2027; repeated in Year 2)

The PCCC librarians, in collaboration with partner organizations and subject matter experts, will design and deliver a two-day training seminar for participating students. The seminar will introduce students to digitization techniques, archival handling procedures, metadata creation,

and digital publishing tools. Additional training sessions will take place in the second year of the project to prepare new cohorts of students. Through this training, the students will be equipped with the skills needed to participate effectively in the digitization process.

Activity 3-Workflow and Standards Development(February–July 2027; repeated in Year 2)

Once equipment is installed and the students are trained, the project team will develop and document digitization procedures, metadata standards, file management workflows and the students training. During this phase, the Omeka-S platform will be configured as the project’s digital collections platform, enabling the organization, description, and public access to digitized materials.

Activity 4 – Digitization of Archival Collections (Feb 2027–ongoing)

Following equipment setup and training, students and project staff will begin digitizing archival materials contributed by project partners. Materials selected for digitization will include:

- Papers, presentations, and related materials from PCCC’s 1985 Alexander Hamilton Symposium, including correspondence, programs, and scholarly papers.
- Hamilton-related historical documents identified by the Paterson Free Public Library, the Hamilton Partnership for Paterson, Pals Plus Consortium, County of Passaic Department of Cultural and Historic Affairs, Paterson Library and the American Labor Museum, including interpretive materials, historical essays, and educational resources related to Hamilton’s role in establishing Paterson as an industrial center.
- Historic minutes and records from the Society for Establishing Useful Manufactures (S.U.M.) held by the Paterson Museum, documenting early efforts to industrialize the United States.
- Historic photographs and visual materials documenting Paterson’s factories, workers, and industrial sites.
- Maps, plans, architectural and engineering drawings related to Paterson’s industrial development and urban growth.
- Newspapers, city directories, and local publications documenting the economic, social, and cultural life of Paterson residents.
- Labor and immigration-related materials from the American Labor Museum, including pamphlets, photographs, and documents connected to labor organizing and worker communities.
- Oral history recordings and transcripts documenting the experiences of Paterson residents, workers, and community members.
- OER materials used in PCCC courses, including historical texts identified for digitization.
- Student newspapers, newsletters, presentations, photographs, and materials documenting student life at PCCC, identified by the PCCC Student Government Association.
- Other historical materials held by partner organizations in VHS recordings, cassette tapes, microfilm, photographic slides, and newspapers on film that document Paterson’s industrial history, labor movements, immigrant communities, and Alexander Hamilton related scholarship.

Activity 5 – Community Partnership Implementation (September 2026–ongoing)

Throughout the project period, PCCC will work closely with community partners. Partners will bring materials to PCCC library for digitization using the shared equipment and expertise provided through the project. PCCC library staff will provide consultation, technical guidance, and training to support partners in preparing their collections for digitization.

Activity 6 – Evaluation and Documentation (Throughout the Project)

Evaluation activities will take place throughout the project to assess progress and outcomes. The project team will track digitization outputs, student participation, faculty engagement, and use of the digital archive. Project workflows, lessons learned, and best practices will be documented to support future digitization efforts and ensure that the model can be replicated by other institutions.

Activity 7 – Public Outreach and Dissemination (Beginning Fall 2027 and continuing through Summer 2028)

In the second year of the project, outreach and dissemination activities will expand as digitized collections become publicly available. Project staff and students will present findings through community lectures, workshops, and public programs hosted at partner institutions such as the Paterson Free Public Library, American Labor Museum and the Alexander Hamilton Visitor Center. The project team will also present results at regional and national conferences and publish articles describing the project's digitization workflows and community partnership model.

Project Management

Stormie Franks, Reference and Instructional Design Librarian at PCCC, will serve as Project Lead. Ms. Franks will devote 25 percent of her time (0.25 FTE) to project activities. Her salary and fringe benefits for this effort are contributed by PCCC as in-kind contribution for the project. Ms. Franks brings nearly ten years of archival experience and holds a master's degree in digital curation. In her role as Project Lead, Ms. Franks will coordinate the overall implementation of the project and work closely with community partners to ensure that project activities are aligned and project goals are met. Internally, she will be supported by Mibong La, Head Librarian, and Dr. Sabrina Johnson-Taylor, Associate Dean for Distance Education, the Learning Resource Center, and the Business Administration Program, who will provide guidance and support throughout the project. Ms. Franks will also work with relevant PCCC departments to plan activities, coordinate scheduling, and manage resource use. Ms. Franks will oversee digitization standards, workflows, and training, ensuring that all activities follow best practices. PCCC librarians will support project implementation, while student workers will carry out digitization tasks under supervision. Ms. Franks will also manage grant reporting, evaluation, documentation, public outreach, and ensure all activities are completed on schedule and within budget.

Project stakeholders have been actively involved in the planning and development of this project from the outset. PCCC convened meetings and brainstorming conversations with the partners to assess existing archival collections and determine how each organization could meaningfully contribute to a community-centered digitization effort. These meetings shaped the project's

scope, selection of collections and student engagement strategies. Stakeholder input will be incorporated throughout the project, including from community partners and student groups.

The Paterson Free Public Library, the first public library in the state, will serve as a key community partner, contributing both expertise and access to significant historical collections. Library staff will work closely with PCCC and students to support student work. In particular, Paterson Library's local historian, and Head of Reference will collaborate directly with Stormie Franks to guide students in working with Alexander Hamilton related primary sources and to ensure materials are handled and described accurately. The Paterson Library holds extensive collections, including preservation documents dating back to the 1750s, genealogical records, city directories, newspapers on microfilm, photographic slides from the early 1900s, and audio cassette recordings. Through this partnership, students will participate in structured, hands-on learning experiences such as digitizing preservation materials; creating finding aids to improve access to archival collections; researching and digitizing microfilm slides documenting Paterson's historic events; and listening to, transcribing, or digitizing audio recordings. Digitized materials will be made publicly accessible through the project platform, with appropriate links back to the community partners. The Paterson Library will also support student-led public programming, working with community partners to host presentations, lectures, and Q&A sessions that share student research with the community.

The Hamilton Partnership for Paterson (HPP) is the official nonprofit partner of the Paterson Great Falls National Historical Park and a leading civic organization dedicated to advancing public engagement with Paterson's Hamilton-era history. HPP played a critical role in advocating for the establishment of the Paterson Great Falls National Historical Park, which was designated by Congress in 2009 to preserve and interpret the site where Alexander Hamilton envisioned America's first planned industrial city. Through its leadership in this effort, HPP has helped position Paterson as a nationally recognized site for understanding the origins of American industrialization and Hamilton's vision for economic independence. HPP continues to expand public engagement through initiatives such as the development of the Alexander Hamilton Visitor Center, which will serve as an information hub for the more than 300,000 annual visitors to the Paterson Great Falls National Historical Park. Through this project, HPP will contribute important archival materials related to Alexander Hamilton for digitization, expanding public access to resources that document Paterson's role in America's early industrial and economic development. Stephanie L. Cullins, Executive Director of HPP, will work closely with Stormie Franks to support the selection, contextualization, and interpretation of materials to be digitized. Drawing on her background in history and public administration, Cullins will help ensure that the digitized collections accurately and effectively convey how Paterson and its people contributed to the nation's economic independence and industrial growth. The partnership will also create opportunities for students to share their research with broader audiences. At the Alexander Hamilton Visitor Center and other public venues connected to the National Historical Park, students will present their findings through guided walks, presentations, and community programs, helping bring these historical materials into the public sphere and connecting academic research with the thousands of visitors who come to the park each year.

The PALS Plus Consortium will participate in the project as a regional partner network, helping extend the impact of the digitization work to its members. PALS Plus is a library consortium

comprised of 29 public and academic libraries in 21 communities across Passaic, Essex, and Hudson counties of New Jersey. Through this project, PCCC will share digitization equipment, workflows, and technical guidance with PALS Plus member libraries. Consortium members will identify priority materials, particularly local history and community collections. These materials will be brought to PCCC library for digitization and inclusion in the shared digital archive. PALS Plus Consortium Executive Director Luca Manna will play a key coordinating and advisory role in the project by helping align digitization efforts across member libraries and ensuring that the project responds to regional needs. Mr. Manna will assist in prioritizing collections for digitization and facilitating communication among consortium members. Mr. Manna will also contribute to student training, introducing students to digitization practices and professional standards used across member libraries. Working with Stormie Franks, Mr. Manna will also support the dissemination of project workflows, and lessons learned across the consortium. Their involvement will ensure that practices developed at PCCC can be adopted by other libraries in the consortium and potentially replicated by similar library systems.

The Paterson Museum preserves historic minutes and records from the Society for Useful Manufactures (SUM), one of the earliest organized efforts to industrialize the United States. SUM was founded in the 1790s under the guidance of Alexander Hamilton, who saw a strong manufacturing sector as essential to the nation's economic independence. Through this project, the Paterson Museum will contribute these important archival materials for digitization, expanding access to primary sources that document Paterson's role in early American economic development. Heather Garside, Curator of History at the Paterson Museum, will collaborate closely with Stormie Franks to support the selection, contextualization, and interpretation of the materials to be digitized. Drawing on their expertise in history and archival management, they will help ensure that the digitized collections accurately and effectively convey the story of SUM and Paterson's contributions to America's industrial and economic growth. Students will engage with these materials and share their findings through research projects, presentations, and public programming, bringing Hamilton-era history to life for the broader community.

The American Labor Museum / Botto House National Landmark will contribute historical expertise and access to primary source materials documenting labor and industrial history in Paterson and Passaic County. Located in the historic Botto House, the museum preserves primary source materials documenting the lives and experiences of the people of Paterson whose labor powered Paterson's industrial economy and helped make the city one of the most important industrial centers in the country. Through this project, museum staff will collaborate with the PCCC Library to identify materials suitable for digitization and help contextualize them for public use. The museum will also support student learning by providing guidance on working with primary sources and by offering opportunities for students to engage in archival research, oral history collection, and public programming. These contributions will help connect the digitized materials and industrial history collections to broader stories of community life in Paterson, strengthening the project's public humanities impact.

Passaic County played a key role in the American Revolution. In particular, the Dey Mansion in Wayne served as George Washington's headquarters, and the site holds a wealth of archival materials from soldiers, civilians, and other individuals whose contributions shaped the region. The County of Passaic Department of Cultural & Historic Affairs works closely with local

historians, cultural institutions, educators, descendant communities, and community leaders to advance its mission of preserving and sharing this history. For the Alexander Hamilton Digital Collections project, the Department will provide historical expertise and interpretive guidance, ensuring that the digitized materials are carefully curated and historically accurate. Their involvement will help connect the county's history with Hamilton's vision for American industry in Paterson.

Students have played an active role in shaping the focus of this project through the Student Government Association (SGA). During the planning phase, SGA representatives reached out to Stormie Franks to express a strong interest in creating a digital archive of student history, beginning with student newspapers and materials documenting student life at PCCC. This request directly informed the project's scope by identifying student history as a priority collection for digitization. Throughout the project, the library will partner with SGA and other student groups on campus to involve students in the digitization work. In Year 1, 20 students and in Year 2, 30 students will be recruited and trained. These students will carry out digitization activities and receive stipends for their work. Through hands-on digitization, these students will build real-world skills in handling archives, scanning, metadata creation, and digital publishing using professional tools and software. Students will also collaborate with Stormie Franks to develop the project's digitization workflows, gaining experience in creating standards and procedures. These activities will be structured as internships or work-study positions, allowing students to gain transferable, workforce-relevant skills applicable to fields such as libraries, archives, digital humanities, information technology, and public history.

The project will engage 10 faculty members across multiple disciplines who will incorporate digitized primary sources into their teaching. Faculty in fields such as History, English, Computer Science, Artificial Intelligence, and Social Sciences will use the digitized collections as instructional materials, allowing students to analyze primary documents, historical records, photographs, and archival materials related to Alexander Hamilton, early American industry, and Paterson's social and cultural history. Most of the faculty members participated in the previous NEH-funded *Discovering Paterson* initiative, leveraging their expertise in history, literature, and archival work. Their familiarity with digitization, local research, and collaborative project management will be invaluable in guiding students, coordinating with local institutions, and ensuring this project builds on the strong foundation established by the earlier initiative. Faculty will collaborate with the PCCC Library to identify relevant materials for digitization.

The project will also work with library and archival experts, as well as local historians, to help guide the work and ensure that the digitization workflows follow established best practices. Library professionals will participate as guest speakers and support student training. They will share their expertise with students and help them understand professional standards in digitization, metadata creation, and archival handling. Local historians and community experts will also participate in meetings, events and workshops and provide important context.

Partners will participate in the identification and preparation of materials for digitization and will collaborate with PCCC library to interpret and share the digitized collections with the public. Project communication will be coordinated by the Project Lead and will include regular meetings with partner representatives, periodic progress updates, and shared planning for digitization

activities, public programs, and dissemination efforts. These ongoing communications will ensure alignment of project activities. The digitization hub established through this project will remain a permanent resource at the PCCC library beyond the grant period. The specialized equipment, digitization workflows, and training materials developed through the project will continue to support the preservation and digitization of regional collections. PCCC library will maintain the Omeka-S digital platform as part of its digital services.

Project Results

Alexander Hamilton Digital Collections project will create a publicly accessible digital archive that brings together materials connected to Alexander Hamilton, Paterson's industrial history, and student life at PCCC. By establishing a shared community digitization hub at PCCC library and providing the technology, workflows, and training needed to digitize collections, the project will directly address the lack of local digitization infrastructure identified during the library's strategic planning process. Through this effort, historically significant materials will become searchable and accessible online through the Omeka-S digital platform, expanding access for students, researchers, and the broader community. Over the two-year project period, the project will achieve the following measurable outcomes:

- Digitize and make publicly accessible at least 3,000 archival items from collections held by seven primary partners including PCCC, the Paterson Free Public Library, the Paterson Museum, the American Labor Museum, County of Passaic Department of Cultural & Historic Affairs, the PALS Plus Consortium, and the Hamilton Partnership for Paterson.
- Create a publicly searchable digital archive using the Omeka-S platform.
- Digitize materials from partner agencies including but not limited to PCCC's 1985 Alexander Hamilton Symposium, Hamilton-era documents, Society for Establishing Useful Manufactures (S.U.M.) records, student newspapers, and student life materials.
- Provide hands-on digitization training and paid internships for 50 PCCC students (20 students in Year 1 and 30 students in Year 2).
- Provide students with workforce-relevant experience applicable to careers in libraries, archives, digital humanities, information technology, and public history.
- Engage 10 faculty members across disciplines who will incorporate digitized primary sources into their teaching.
- Integrate digitized materials into OER course content across four disciplines, including English, History, Computer Science, and Artificial Intelligence.
- Share the project's outcomes, digitized materials, workflows, and resources with the 29 libraries within the PALS Plus Consortium.
- Reach 20,000 users of the digital archive during the project period.
- Host 10 public programs, lectures, and workshops at locations such as the Paterson Free Public Library, the American Labor Museum, PALS Plus member libraries, and the Alexander Hamilton Visitor Center.
- Produce three implementation resources designed to ensure long-term sustainability and replication. These resources will ensure that the project's workflows and training model are usable by other libraries and cultural institutions nationwide, particularly those

seeking to establish collaborative digitization initiatives that engage students and community partners:

- A digitization workflow manual outlining scanning standards, metadata practices, file management, and quality control procedures.
 - A student training guide used during digitization seminars.
 - A community partner guide explaining how organizations can prepare materials for digitization.
- Deliver five conference presentations and professional workshops, including venues such as the New Jersey Library Association Annual Conference, LibraryLinkNJ workshops, and PALS Plus Consortium meetings.
- Produce three professional publications documenting the project's digitization workflows, training model, and community partnership framework.
- Project resources, workflows, and lessons learned will be shared through professional library networks, including the New Jersey Library Association, LibraryLinkNJ, the PALS Plus Consortium, and national organizations such as the American Library Association and the Society of American Archivists. Project documentation will also be made publicly available through the PCCC Library website, institutional repositories, and IMLS dissemination channels to support adoption by other libraries and cultural institutions.

Both quantitative and qualitative data will be collected to measure progress and assess the effectiveness of project activities. Outcome data will include the number of archival items digitized, participation in student digitization training and internships, integration of digitized materials into academic courses and OER, faculty engagement, and participation by community partners. Additional indicators will include public use of the digital archive, attendance at community programs and workshops, and the number of partner collections digitized through the shared digitization hub.

Quantitative measures will include the number of digitized materials uploaded to the digital platform, student participation in digitization activities, completion of student training modules, faculty adoption of digitized materials in coursework, integration of digitized materials into OER courses, and participation in community programs, lectures, and workshops. Measures will also include the number of partner organizations utilizing the shared digitization hub, collections contributed by partners, and usage analytics for the digital archive, including page views, downloads, and unique users.

Qualitative data will be collected through observations, surveys, interviews, and feedback from students, faculty, and community partners to assess the effectiveness of training, the usability of the digitized collections, and the value of the shared digitization model. Data will be drawn from internal PCCC library tracking systems, digitization logs, Omeka-S platform analytics, training attendance records, faculty surveys, and participation records from partner institutions. This work will create a sustainable community model and ensure that historical collections related to Alexander Hamilton's vision for industrial development are preserved, discoverable, and accessible to students, scholars, libraries, and community members for generations to come.

Passaic County Community College Schedule of Completion

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