COMPETITIVENESS AND INNOVATION FRAMEWORK PROGRAMME

THEME [CIP-ICT-PSP.2009.2.2]
[European Digital Library – aggregating digital content in Europeana]

Grant agreement for: CIP-Best Practice Network

Annex I - "Description of Work"

Project acronym: HOPE

Project full title: " HOPE - Heritage of the People's Europe "

Grant agreement no: 250549

Date of preparation of Annex I (latest version): 2010-04-27

Date of last change: 2010-04-23

Date of approval of Annex I by Commission:2010-04-27

A1:
Project summary

Project Number [1]	250549	Project Acronym [2]	HOPE

One form per project

General information

Project title [3]	HOPE - Heritage of the People's Europe		
Starting date [4]	01/05/2010		
Duration in months [5]	36		
Call (part) identifier [6]	CIP-ICT-PSP-2009-3		
Objective most relevant to your topic [7]	CIP-ICT-PSP.2009.2.2: European Digital Library – aggregating digital content in Europeana		
Free keywords [8]		Best Practice Network Social History Socialism Anarchism Communism Workers Movement	

Abstract [9]

During the twentieth century, institutions across Europe have collected the history of the people's movements and individual life histories that were not part of the official history, preserved by state archives and libraries.They form a unique resource on the social history of the people's Europe, containing intellectual and material evidence of struggle and emancipation in written records, private papers, photographs, banners, posters, speech recordings and film.
As digitalisation has revolutionized the heritage sector, still many institutions lack the technical capacity and infrastructure to keep abreast of developments and to provide adequate access to their collections. The HOPE proposal brings together a partnership of European social history instutions aiming to improve access to the highly significant but scattered digital collections, comprising to date at least 3 million objects. It proposes to achieve this by promoting the adoption of standards and best practices for digital libraries amongst its partners, by ensuring that the metadata and the content become available through Europeana and other discovery services and by implementing a full scale technical solution (based on the DRIVER technology) for web based discovery to delivery.
The sustainability model - developed under the aegis of the International Association for Labour History Institions (IALHI)- is to implement a stable and scalable back-end infrastructure that will benefit all participants joining the Best Practice Network. This more efficient and economical operational structure will enable the participants to disseminate their digital collections across the web in a controlled and coherent manner and to deploy light weight front-end web services.The strategic partnership with the EDL Foundation will create synergies in best practice areas such as content harmonisation, multi-linguality, multi-culturality and semantic interoperability, thereby enhancing the quality of content discovery.

A2:
List of Beneficiaries

Project Number [1]	250549	Project Acronym [2]	HOPE

List of Beneficiaries

No	Name	Short name	Country	Project entry month[10]	Project exit month
1	KONINKLIJKE NEDERLANDSE AKADEMIE VAN WETENSCHAPPEN - KNAW	KNAW-IISG	Netherlands	1	36
2	AMSAB-INSTITUUT VOOR SOCIALE GESCHIEDENIS	AMSAB-ISG	Belgium	1	36
4	CONFEDERAZIONE GENERALE ITALIANA DEL LAVORO	CGIL	Italy	1	36
5	FRIEDRICH-EBERT-STIFTUNG E.V	FES	Germany	1	36
6	Fundação Mário Soares	FMS	Portugal	1	36
7	SCHWEIZERISCHES SOZIALARCHIV VEREIN	SSA	Switzerland	1	36
8	TYOVAEN ARKISTON SAATIO	TA	Finland	1	36
9	Verein fur Geschichte der Arbeiterbewegung	VGA	Austria	1	36
10	KOZEP-EUROPAI EGYETEM	KEE	Hungary	1	36
11	CONSIGLIO NAZIONALE DELLE RICERCHE	CNR	Italy	1	36
13	STICHTING EUROPEAN DIGITAL LIBRARY	EDLF	Netherlands	1	36
14	UNIVERSITE PARIS I PANTHEON-SORBONNE	UPIP	France	1	36
15	GENERIQUES ASSOCIATION	GÉNÉRI	France	1	36

A3:
Budget breakdown

Project Number [1]	250549	Project Acronym [2]	HOPE

One Form per Project

Participant number in this project	Participant short name	Personnel costs	Sub contracting	Other direct costs	Total costs	Max EU Contribution	Requested EU contribution
1	KNAW-IISG	716,127.00	29,500.00	126,362.00	871,989.00	697,591.00	697,591.00
2	AMSAB-ISG	348,464.00	0.00	22,600.00	371,064.00	296,851.00	296,851.00
4	CGIL	283,069.00	0.00	34,600.00	317,669.00	254,135.00	254,135.00
5	FES	314,328.00	0.00	45,000.00	359,328.00	287,462.00	287,462.00
6	FMS	195,848.00	0.00	26,200.00	222,048.00	177,638.00	177,638.00
7	SSA	0.00	0.00	0.00	0.00	0.00	0.00
8	TA	42,672.00	0.00	11,900.00	54,572.00	43,657.00	43,657.00
9	VGA	42,360.00	0.00	11,200.00	53,560.00	42,848.00	42,848.00
10	KEE	178,220.00	0.00	20,600.00	198,820.00	159,056.00	159,056.00
11	CNR	345,124.00	0.00	36,000.00	381,124.00	304,899.00	304,899.00
13	EDLF	159,095.00	0.00	39,800.00	198,895.00	159,116.00	159,116.00
14	UPIP	212,128.00	0.00	20,200.00	232,328.00	185,862.00	185,862.00
15	GÉNÉRI	43,788.00	0.00	11,200.00	54,988.00	43,990.00	43,990.00
TOTAL		2,881,223.00	29,500.00	405,662.00	3,316,385.00	2,653,105.00	2,653,105.00

1. Project number

The project number has been assigned by the Commission as the unique identifier for your project, and it cannot be changed. The project number **should appear on each page of the grant agreement preparation documents** to prevent errors during its handling.

2. Project acronym

Use the project acronym as indicated in the submitted proposal. It cannot be changed, unless agreed during the negotiations. The same acronym **should appear on each page of the grant agreement preparation documents** to prevent errors during its handling.

3. Project title

Use the title (preferably no longer than 200 characters) as indicated in the submitted proposal. Minor corrections are possible if agreed during the preparation of the grant agreement.

4. Starting date

Unless a specific (fixed) starting date is duly justified and agreed upon during the preparation of the Grant Agreement, the project will start on the first day of the month following the entry info force of the Grant Agreement (NB : entry into force = signature by the Commission). Please note that if a fixed starting date is used, you will be required to provide a detailed justification on a separate note.

5. Duration

Insert the duration of the project in full months.

6. Call (part) identifier

The Call (part) identifier is the reference number given in the call or part of the call you were addressing, as indicated in the publication of the call in the Official Journal of the European Union. You have to use the identifier given by the Commission in the letter inviting to prepare the grant agreement.

7. Activity code

Select the activity code from the drop-down menu.

8. Free keywords

Use the free keywords from your original proposal; changes and additions are possible.

9. Abstract

10. The month at which the participant joined the consortium, month 1 marking the start date of the project, and all other start dates being relative to this start date.

11. The number allocated by the Consortium to the participant for this project.

Workplan Tables

Project number

250549

Project title

HOPE—HOPE - Heritage of the People's Europe

Call (part) identifier

CIP-ICT-PSP-2009-3

Funding scheme

CIP-Best Practice Network

WT1
List of work packages

Project Number [1]	250549	Project Acronym [2]	HOPE

LIST OF WORK PACKAGES (WP)

WP Number [53]	WP Title	Lead beneficiary number [55]	Person-months [56]	Start month [57]	End month [58]
WP 1	Users, content and IPR	6	74.00	1	36
WP 2	Agreed standards and best practices	2	103.00	1	36
WP 3	Improvement of content, metadata and service delivery	4	159.00	1	36
WP 4	HOPE Aggregator Service	11	98.00	1	36
WP 5	HOPE Content Repository Service	1	86.00	1	36
WP 6	Networking and Dissemination	5	75.00	1	36
WP 7	Project Management	1	69.00	1	36
		Total	664.00		

WT2:
List of Deliverables

Project Number [1]	250549	Project Acronym [2]	HOPE

List of Deliverables - to be submitted for review to EC

Delive-rable Number [61]	Deliverable Title	WP number [53]	Lead benefi-ciary number	Estimated indicative person-months	Nature [62]	Dissemi-nation level [63]	Delivery date [64]
D1.1	Use cases and scenarios	1	6	32.50	R	CO	8
D1.2	Content supply profiles and the content supply roadmap	1	6	12.50	R	CO	11
D1.3	IPR best practice guidelines	1	6	12.75	R	PU	24
D1.4	HOPE collection policy framework	1	6	16.25	R	PU	35
D2.1	High-level design of the HOPE architecture	2	1	10.00	R	PU	4
D2.2	The common HOPE metadata structure, including the harmonization specifications	2	2	49.00	R	PU	11
D2.3	Implementation guide	2	2	14.00	R	CO	11
D2.4	Best practices trusted repositories	2	10	30.00	R	PU	11
D3.1	Implementation plan, by WP-leader	3	4	7.00	R	CO	12
D3.2	Implementation report	3	4	70.00	R	CO	23
D3.3	Upgraded Labour History Portal	3	1	13.00	O	PU	28
D3.4	Implementation report	3	4	69.00	R	CO	35
D4.1	Aggregator Infrastructure Detailed Design	4	11	9.00	R	PU	11
D4.2	Aggregator Infrastructure Release 1.0 (	4	11	30.00	O	PU	20

WT2:
List of Deliverables

Delive-rable Number [61]	Deliverable Title	WP number [53]	Lead benefi-ciary number	Estimated indicative person-months	Nature [62]	Dissemi-nation level [63]	Delivery date [64]
D4.3	Aggregator Infrastructure Release 2.0	4	11	44.00	O	PU	30
D4.4	Data supply to Europeana completed	4	11	15.00	O	PU	36
D5.1	Repository Infrastructure Detailed Design	5	1	20.00	R	PU	11
D5.2	Repository Release 1.0	5	1	20.00	O	PU	24
D5.3	Repository Release 3.0	5	1	32.00	O	PU	32
D5.4	Content ingestion completed	5	1	14.00	O	PU	36
D6.1	Awareness and Dissemination plan	6	5	3.00	R	CO	2
D6.2	HOPE project presentation	6	5	1.00	O	PU	3
D6.3	HOPE project website	6	5	4.00	O	PU	3
D6.4	Report of new content partners workshops	6	5	34.00	R	CO	34
D6.5	Report on awareness and dissemination activities	6	5	33.00	R	CO	35
D7.1	First Periodic Report	7	1	18.00	R	CO	12
D7.2	Second Periodic Report	7	1	15.00	R	CO	24
D7.3	Final Report	7	1	18.00	R	CO	36
D7.4	HOPE Exploitation Plan	7	1	18.00	R	CO	36
			Total	664.00			

WT3:
Work package description

Project Number [1]	250549	Project Acronym [2]	HOPE

One form per Work Package

Work package number [53]	WP1
Work package title	Users, content and IPR
Start month	1
End month	36
Lead beneficiary number [55]	6

Objectives

This work package is part of the consensus building activity that aims:
☐ To understand the requirements of three different target groups of the social history resource
☐ To include access and use restrictions (IPR, copyright, privacy) as an integral part of the use cases
☐ To define the joint HOPE content policy framework
☐ To define content supply profiles and the content supply roadmap for managing the supply process across the HOPE infrastructure

Description of work and role of partners

The work package leader is FMS.
WP1 deals with user needs, IPR management and content management.
The discovery services targeted in this project (Europeana, Labour History Portal, social sites) have different business cases, content profiles and target group profiles. WP1 consists of drawing up the specific user requirements for web-based discovery to delivery (d2d) through these three targeted services.
WP1 also addresses the IPR issues relating to the digital content, including the rights clearing issues and the access and rights management requirements.
Finally, WP1 formulates the collection management policies for the HOPE collection as a whole and prepares the content supply roadmap.

T1.1 Defining user groups: HOPE will focus on three target groups: 1) Europeana users, 2) Labour History Portal users and 3) users of social sites. These groups will encompass the public with a special interest in cultural and scientific heritage, the subject specialists and academic experts (researchers, students, teachers) and the general public. To draw up the profiles, information on the first group will be provided by the Europeana office which has gathered market research information based on user surveys. The BPN will provide information on the second user groups and for the third group information will be gathered from heritage institutions with experience working with social sites. The social sites targeted by HOPE will be identified during this task: e.g. YouTube (video, film sound), Flickr (photographs, posters), Scribd (social publishing of original documents), etc.
At least three user groups will be formed based on the profiles for creating the use cases and for user acceptance testing.
Europeana v1.0 work on legal issues, users and usability (WP1 - Users and Licences) will also prove useful to this task.
The outcomes of this task are three target group profiles (integrated in the BPN wiki) and three identified user groups
Task leader: FMS
Other partners involved: see DoW, table G

T1.2 Creating use cases: Use cases describing how the user expects to follow the d2d navigation path and which interactions can take place along the way, will be defined. This will be done together with users chosen from each user group (see task T1.1) and systems analysts. The use cases will capture the user requirements taking into account the best practices and interface paradigms used in different portals and with different audiences. Different scenarios of a use case (eg. a delivery request to the HOPE repository may lead to several scenarios such as a payed-for delivery, a successful download transaction or a failed attempt to get access

permission to a private archive) will be detailed and re-used for user acceptance testing. The IPR based use restrictions identified in T1.4 will be integrated in the scenarios. The delivery requirements for different media types (text, image, audio, moving pictures) will be captured in the scenarios as well.
The outcomes of this task will be use cases and scenarios which enable the requirements specification of the d2d navigation paths. The use cases will be used as a basis for the test cases during the user acceptance testing stages. They will be integrated in the BPN wiki.
Task leader: FMS
Other partners involved: see DoW, table G

T1.3 Drawing up IPR guidelines. Best practices will be identified on how to tackle rights issues relevant to archival, library and museum materials in relation to the provision of online access (copyright, portrait rights, privacy rights, etc.), the liabilities and obligations of heritage institutions in relation to contracts (loans, deeds, etc.), laws (inheritance, criminal, etc.), use regulations (fair use, educational use, use for research, etc.) and use licenses. The rights issues will not only cover the content itself but also the metadata and other accompanying data (previews/thumbnails). This task will look into licensing issues (eg. commercial re-use of data by third-parties, right to make derivatives) as a legal background for collaboration with the targeted discovery services. It will also look into the current widespread practice of putting online the previews of copyrighted materials, without permission of the IPR-owners because they are unknown. Opt-out solutions for IPR-owners claiming their rights will be investigated. HOPE will follow developments at Europeana v1.0 and Connect on this, and will collaborate via the IPR Cluster Group. Any documents produced in this area by Europeana or any of its projects will be available for consultation by WP1 to save time and effort as well as to align with Europeana (this specific activity is part of WP2-T2.2 Liaison with Europeana).
This task will result in a practical IPR guide for the HOPE partners and will enable them to make their access policies more explicit and in line with best practices The IPR guide will be integrated in the BPN wiki.
Task leader: FMS
Other partners involved: see DoW, table G

T1.4 Access and use conditions. This task establishes the matrix of access levels and use restrictions in relation to the specific user profiles identified in task T1.1, the different IPR on the digital content and different types of usage (viewing, downloading, printing, re-use, etc.). The resulting access and use conditions will be input for the use cases (T1.2) and for implementing procedures and tools that support IPR aware access mechanisms for the digital content repositories (WP3 and WP5). They will be documented in the BPN wiki.
Task leader: FMS
Other partners involved: see DoW, table G

T1.5 User Acceptance Testing (UAT). This task takes care of the testing conducted by users of the HOPE infrastructure, to determine whether the services meet their needs, as defined during T1.2. The user groups identified by T1.1 will function as testers during UAT. The task takes care of preparing the test cases and test materials that will provide the testers with guidance and suggestions about what they might want to test. A kickoff meeting with the testers will prepare them for the UAT sessions. The sessions will be held at several stages during the HOPE implementation cycle and not only at the end, in order to be able to incorporate the user feedback. At least two sessions will be held: after each release of the infrastructure (see WP4 and WP5).
Task leader: FMS
Other partners involved: see DoW, table G

T1.6 HOPE Content policy framework. This task looks into the issues that need to be addressed to ensure the continuous addition of qualitative and quantitative attractive content by the HOPE BPN. The content listed in Table0 will be complemented with another table: the subset of non-digital collections available at the partner institutes. This will result in a listing of all the collections, with the corresponding number of catalogue entries, held by each HOPE content provider. This complete inventory will be clustered in meaningful sub-collections and themes, highlighting where possible cross-collection links and reconstructing the missing links between the diaspora of sources. This task will establish a common list of major themes and historical events (e.g. The Paris Commune, May ’68, etc.) on the basis of which
a) the collections can be browsed thematically (see task 2.4.1)
b) the content supply roadmap will be produced (see task T1.7). In this way the phased availability of comprehensive sub-collections is ensured.
This task will also result in formulating a policy framework for building and managing the joint HOPE collection: the social history resource. It will be used as input for prioritisation of digitisation projects. Expert feed-back from

researchers (see WP6) will be used to fine-tune the policy framework. The content policy framework will be integrated in the BPN wiki.
Task leader: FMS
Other partners involved: see DoW, table G

T1.7 Content supply roadmap and profiles. This task defines the supply profiles and plans the supply process across the HOPE infrastructure.
T1.7.1 This sub-task defines the content profiles of each of the targeted discovery services:
☐ a content profile for Europeana,
☐ a content profile for the Labour History Portal,
☐ content profiles for the institutional portals,
☐ content profiles for the targeted social sites.
The first profile will be defined by the EDLF, the second and third ones by the HOPE partners and the selection criteria for the third category of profiles will be geared to the social sites identified in T1.1. The profiles will be used by WP4 to prepare the datasets to be supplied. The profiles may cover a range of selection criteria such as the nature of the underlying content (digital, non-digital), the media types (image, video, sound, text), the collection types (themes and sub-collections), geographical coverage (Europe, global, national), language, institutional ownership, IPR-status (public domain, restricted, etc.), etc. The profiles also specify the data to be supplied (metadata formats, previews, etc.).
Opening accounts and closing licensing agreements for sharing data with the social sites identified in T1.1, will be done by WP7.

T1.7.2 This sub-task establishes the Content Supply Roadmap. The roadmap details the schedule of the data and content supply process. The supply process across the HOPE infrastructure includes:
☐ the supply of the underlying content by the local content providers (WP3) to the content repositories (WP3 and/or WP5) - incl. specification of which content goes to which repository.
☐ the supply of data (metadata, previews, links to the objects) by the local content providers (WP3) to the HOPE Aggregator Service (WP4)
☐ the return of the cleansed and harmonised data by the HOPE Aggregator Service (WP4) to the local content providers (WP3)
☐ the supply of the mapped and harmonised data by the HOPE Aggregator Service (WP4) to Europeana.
☐ the supply of the harmonised data by the HOPE Aggregator Service (WP4) to the targeted social sites.
Each supply batch to be produced by each content provider will be specified in terms of characterisation of the content, the quantity and the access and use conditions applicable to the content (based on the matrix of T1.4). The roadmap will schedule the content and data supplies in such a way that by the end of year 3, all the underlying content specified in Table0 will be available through Europeana. The schedule will plan the supplies at regular intervals throughout the project to ease the burden and learn from experience. The supplies will be executed according to this roadmap by WP3, WP4, WP5.
The roadmap will be managed and updated by WP7 during the project lifetime. The roadmap will be defined in close liaison with Europeana and aligned where possible with Europeana-planned launches or releases.
Outcomes of this task are the content supply profiles and content supply roadmap.
Task leader: FMS
Other partners involved: see DoW, table G

Dependencies: The use cases are input for the high-level architectural design (WP2) and for the test cases used for validation (WP4 and WP5) in order to ensure that the requirements are met. The access and use requirements will be applied in WP3 and WP5 for the content repository systems. The best practice IPR guide will feed into the local implementations of WP3 (clearing IPR) and re-used in WP6 for the networking activity. The collection policy framework will become part of the exploitation plan (WP7) and the content supply profiles will be applied in WP4. Finally, the Content supply Roadmap will be managed by WP7.

Person-Months per Participant

Participant number [10]	Participant short name [11]	Person-months per participant
1	KNAW-IISG	5.00
2	AMSAB-ISG	5.00

WT3:
Work package description

Person-Months per Participant

Participant number [10]	Participant short name [11]	Person-months per participant
4	CGIL	6.00
5	FES	8.00
6	FMS	31.00
10	KEE	10.00
13	EDLF	5.00
14	UPIP	4.00
	Total	74.00

List of deliverables

Delive-rable Number [61]	Deliverable Title	Lead benefi-ciary number	Estimated indicative person-months	Nature [62]	Dissemi-nation level [63]	Delivery date [64]
D1.1	Use cases and scenarios	6	32.50	R	CO	8
D1.2	Content supply profiles and the content supply roadmap	6	12.50	R	CO	11
D1.3	IPR best practice guidelines	6	12.75	R	PU	24
D1.4	HOPE collection policy framework	6	16.25	R	PU	35
		Total	74.00			

Description of deliverables

D1.1) Use cases and scenarios: D1.1 Use cases and scenarios (M8) [month 8]

D1.2) Content supply profiles and the content supply roadmap: D1.2 Content supply profiles and the content supply roadmap (M11) [month 11]

D1.3) IPR best practice guidelines : D1.3 IPR best practice guidelines, included in the BPN wiki v.1.0 (M24) [month 24]

D1.4) HOPE collection policy framework : D1.4 HOPE collection policy framework (M35) [month 35]

Schedule of relevant Milestones

Milestone number [59]	Milestone name	Lead benefi-ciary number	Delivery date from Annex I [60]	Comments
MS1	User profiles from the three target groups	6	4	
MS2	IPR Guidelines, updated monthly until M24	6	4	
MS3	Access and use conditions	6	4	
MS4	Inventory of collections	6	4	
MS5	HOPE collection policy framework – v1	6	11	

WT3:
Work package description

Schedule of relevant Milestones

Milestone number [59]	Milestone name	Lead benefi-ciary number	Delivery date from Annex I [60]	Comments
MS6	Feedback User Acceptance Testing -1	6	20	
MS7	Feedback User Acceptance Testing -2	6	30	

WT3:
Work package description

Project Number [1]	250549	Project Acronym [2]	HOPE

One form per Work Package

Work package number [53]	WP2
Work package title	Agreed standards and best practices
Start month	1
End month	36
Lead beneficiary number [55]	2

Objectives

This work package is part of the consensus building activity that aims:
☐ To reach a common conceptualization of the demand-supply chain and d2d architecture (Fig-1)
☐ To reach a common level of expertise
☐ To liaise with Europeana and agree on the best practices and standards to be adopted
☐ To prepare the implementation activity of WP3, WP4 and WP5

Description of work and role of partners

The work package leader is AMSAB-ISG.
WP2 consists of work on the high-level design, agreeing on the d2d web logistics model to be implemented (based on the WP1 use cases and requirements) and on the content supply chain model to be implemented, detailing the necessary requirements. It defines a common HOPE metadata structure to ensure full-interoperability with Europeana and optimal interoperability within the HOPE partnership. The common metadata structure will be the basis for the local mappings (WP3) and the implementation by WP4. It addresses all issues that need to be resolved to assure optimal harmonization of the metadata.
In WP2 the BPN also needs to reach agreement on standards and best practices in digitization, in order to ensure the quality of the underlying content to be stored and delivered through the HOPE content repository. The repository should operate as a “trusted repository” – not only for the users requesting delivery services but also for the partner institutions providing the underlying content. To define a policy framework that clearly states the commitments and responsibilities about all aspects of the repository, is also an important task of this work package.
WP2 ensures liaison with Europeana, on behalf of all work packages.
WP2 tasks result in the publication of the HOPE BPN wiki, with the documentation of agreed standards and best practices and the wiki includes an online manual for local implementations. This documentation will be used for internal BPN workshops and for external networking and dissemination purposes as well (WP6).

This work package consists of the following tasks:
T2.1 High-level design of the HOPE architecture. This task identifies the basic processes, functions, data flows and open standards of the large-scale d2d implementation. In addition it identifies the basic roles and responsibilities of the different actors (local content providers, aggregator, and discovery services). The starting point is the concept of the project as sketched in Fig-1. This task does not involve the implementation design at the more technical software architectural level (where choices are made on technology solutions) which is part of the implementation activity (WP3, WP4 and WP5). The first version of the high-level design will be issued in month 4 and form the basis on which WP2 and the other work package tasks can start to build. Work on the high-level design will continue until month 6 in order to include hindsight adaptations, if necessary.
The results of this task will be a WP2 deliverable and documented in the HOPE BPN wiki.
Task leader: KNAW-IISG
Other partners involved: see DoW, table G

T2.2 Liaison with Europeana. This task is an ongoing task throughout the project duration and concerns all liaison activities by the WP-leaders with Europeana related developments and participation in the Europeana Community for sharing practices. Through this task the WP-leaders and EDLF will exploit the opportunities for full alignment, compatibility and integrated services between HOPE and Europeana. They will do this by joining

European cluster groups that are relevant for knowledge exchange and efficiency in the areas of technical development, IPR, aggregation, and communication for example. In addition, HOPE will identify ways of working together with projects such as APENET (on archive-specific questions), with Europeana Local and Athena for repositories and aggregation issues, with BHL-Europe on the specifics of aggregating and presenting scientific content, Europeana v1.0-WP1 for legal issues and the European Film Gateway and EU Screen on film and audio. WP-leaders will make full use of the expertise available in this community in areas of IPR issues, semantic interoperability and multi-linguality (WG 3.2 Semantic and Multilingual Aspects). Europeana Connect-WP1 and its work in the area of multilinguality can be shared with HOPE, as can other experiences with the other Europeana family of projects.
Task leader: EDLF
Other partners involved: see DoW, table G

T2.3 Specification of the common metadata structure. This task deals with the HOPE data model at the more syntactical level.
T2.3.1 An inventory will be made of the metadata standards and schemes applied locally by the participants, the level of granularity of the descriptive units and the local practices for producing previews/thumbnails (low res scans, video stills, etc.) and the use of unique identifiers for referential integrity. These will be matched with the Europeana specifications (metadata scheme, previews/thumbnails sizes and formats and the object link) in order to assess the range of interoperability issues and the extent of the harmonization and enrichment work that needs to be done.

T2.3.2 This task will then specify a common metadata structure for interoperability within HOPE and full-interoperability with Europeana. This will include:
☐ Specification of the overall metadata framework
☐ Agreed standards for metadata (descriptive, admin and structural)
☐ Agreed levels of descriptive granularity per content object type (collection, archive, book, periodical, image, etc.)
☐ Agreed standards for digital content representations (thumbnails, preview, low-res, etc.) per content object type
☐ Agreed common format for cross-searching
☐ Requirements for resolvable identifiers (incl. requirements for ensuring that the identifiers are compatible with different resolution solutions in case of migration from one solution to another)
The specifications of the common HOPE metadata structure (incl. acceptance criteria) will be part of a WP2 deliverable and integrated in the HOPE wiki.
Task leader: AMSAB-ISG
Other partners involved: see DoW, table G

T2.4 Specification of harmonisation requirements. This task involves all issues that need to be addressed to ensure optimal harmonisation and enrichment of the metadata at the semantic level.
T2.4.1 This task will establish agreement on metadata encoding schemes and metadata cleansing practices to be carried out (either by WP3 local implementations or by the semi-automatic data curation tool in WP4). The schemes of particular importance to HOPE concern relevant entities to social history such as events, persons, organisations, places and time expressions/periodisation. There are as yet no authoritative semantic schemes for such entities, but based on the local source data (subject headings, thesauri, classifications) this task will establish agreement on how to map such data to the common list of major historical events (see task 1.6). This task will also look into the practical possibilities to merge the local authority lists into a common list of persons/organisations and the requirements for the management of Authority Files, which will be used in WP4 as well.

T2.4.2 This task will establish agreement on recording metadata in foreign languages and how to tackle local practices of transliterations and translations. This task will work together with CNR-ISTI (WP4 leader) and look into the effects of applying tools and translation resources developed by MultiMATCH to reach agreement on the practicalities of implementing such solutions.
The outcomes of this task are agreed harmonisation specifications (incl. acceptance criteria) and they will be part of a WP2 deliverable and will feed into the HOPE BPN wiki.
Task leader: AMSAB-ISG
Other partners involved: see DoW, table G

T2.5 Agreed formats and best practices for the underlying content

This task addresses standards and best practices for ensuring the quality of the underlying content, which will be stored in the trusted digital repositories. Applying best practices from the start, e.g. at the beginning of the digitisation process, helps to increase the overall quality of the content. Agreeing on a range of file formats for archival storage will permit the trusted repositories to provide predictable delivery services. This task therefore deals with the specification of object types, file storage formats and delivery formats to be supported by the trusted repository. The HOPE resolver infrastructure (for mapping the object identifier to the repository location) will be identified on the basis of existing resolver infrastructures (Handle, Ark, etc.).
The outcomes of this task will feed into the HOPE BPN wiki.
Task leader: CGIL
Other partners involved: see DoW, table G

T2.6 Best practices for “trusted” digital content repositories. This task addresses the issues involved with setting up a “trusted” content repository for storage and delivery.
T2.6.1 First an inventory of local situations will be made to assess the practices of digital assets management and access/delivery services. The Open Archival Information System (OAIS) Reference Model will be used as the basis for comparing local practices.

T2.6.2 This task will formulate the purpose, operating principles, roles and responsibilities, safe storage, back-up and disaster recovery requirements, etc. to achieve basic compliancy with trusted content repository standards. The high-level architecture design (Task 2.1) will provide the scope and the core functions to be addressed by this task specifically.
The resulting best practices for digital content repositories will feed into the HOPE BPN wiki.
Task leader: KEE-OSA
Other partners involved: see DoW, table G

T2.7 Specification of the supply protocols. This task addresses the protocols that need to be supported in order to ensure the supply of data and of the underlying content across the HOPE infrastructure and eventually to the discovery services. Not all partners will be able to implement advanced technical protocols, the specifications will therefore accommodate a range of agreed solutions.
The outcomes of this task will be documented in the HOPE BPN wiki.
Task leader: AMSAB-ISG
Other partners involved: see DoW, table G

T2.8 Implementation guide This task defines in detail what the data providers should implement at the local level in order to fulfill their roles and responsibilities as suppliers of data and underlying content.
T2.8.1 An implementation manual to guide the partners with their local implementations and on how to apply the agreed standards and practices will be produced for internal use by the BPN participants and for external use by new content providers. The manual will include guidelines for metadata harmonisation, digitisation, content ingestion, etc.
T2.8.2 Together with the manual, a template for drawing up an implementation plan (for task T3.1) will be distributed to the BPN participants.
The outcomes of this task will be a WP2 deliverable and integrated in the HOPE BPN wiki.
Task leader: AMSAB-ISG
Other partners involved: see DoW, table G

T2.9 BPN Workshops This task involves communicating all the methods, standards and practices agreed during the consensus building tasks in WP1 and WP2 to all the participants of the BPN and to prepare them for the local implementations in WP3. Three workshops will be organized. One will be organized by CGIL in Month 5 to present results of the inventories made, discuss the issues which they raise and to present the first results of WP1 and WP2. Two workshops will be organised to explain the guidelines. The second workshop will be organised by FMS and dedicated to use cases, content policy, and the interoperability standards. It will present and explain the support facilities (wiki, e-collab) for the BPN. The third workshop will be organised by AMSAB-ISG and will explain the implementation manual and the template (see T2.8).
Task leader: AMSAB-ISG
Other partners involved: see DoW, table G

Dependencies: WP1 provides the use cases as input for the high-level design. The high-level architectural design is input for WP3, WP4 and WP5. The metadata structure and harmonisation requirements are input for WP4. The implementation manual is input for WP3 and WP5. The best practices for the underlying content and for the HOPE content repositories are input for WP3 and WP5.

Person-Months per Participant

Participant number [10]	Participant short name [11]	Person-months per participant
1	KNAW-IISG	6.00
2	AMSAB-ISG	36.00
4	CGIL	12.00
5	FES	8.00
6	FMS	10.00
7	SSA	1.00
8	TA	1.00
9	VGA	1.00
10	KEE	10.00
11	CNR	6.00
13	EDLF	6.00
14	UPIP	5.00
15	GÉNÉRI	1.00
	Total	103.00

List of deliverables

Delive-rable Number [61]	Deliverable Title	Lead benefi-ciary number	Estimated indicative person-months	Nature [62]	Dissemi-nation level [63]	Delivery date [64]
D2.1	High-level design of the HOPE architecture	1	10.00	R	PU	4
D2.2	The common HOPE metadata structure, including the harmonization specifications	2	49.00	R	PU	11
D2.3	Implementation guide	2	14.00	R	CO	11
D2.4	Best practices trusted repositories	10	30.00	R	PU	11
		Total	103.00			

Description of deliverables

D2.1) High-level design of the HOPE architecture: D2.1 High-level design of the HOPE architecture (M4) [month 4]

D2.2) The common HOPE metadata structure, including the harmonization specifications : D2.2 The common HOPE metadata structure, including the harmonization specifications (M11) [month 11]

D2.3) Implementation guide : D2.3 Implementation guide (M11) [month 11]

D2.4) Best practices trusted repositories : D2.4 Best practices trusted repositories (M11) [month 11]

WT3:
Work package description

Schedule of relevant Milestones

Milestone number [59]	Milestone name	Lead benefi-ciary number	Delivery date from Annex I [60]	Comments
MS8	Inventory of local situations (metadata formats, standards & protocols)	2	4	
MS9	Inventory of local situations (repositories and content formats)	10	4	
MS10	Specification of the common HOPE metadata structure	2	8	
MS11	Specification of the common HOPE metadata structure + harmonization specs – v1	2	9	
MS12	Agreed formats and best practices for the underlying content	4	9	
MS13	Specifications of the supply protocols	2	9	
MS14	Best Practices for Digital Content repositories – v1	10	9	

WT3:
Work package description

Project Number [1]	250549	Project Acronym [2]	HOPE

One form per Work Package

Work package number [53]	WP3
Work package title	Improvement of content, metadata and service delivery
Start month	1
End month	36
Lead beneficiary number [55]	4

Objectives

This work package is part of the implementation activity that aims:
☐ To achieve the large scale implementation of agreed standards and best practices at the local/institutional level across the BPN.
☐ To improve the quality of content and metadata across the BPN
☐ To setup and carry out the content and data provision process at the local level

Description of work and role of partners

The work package leader is CGIL.
WP3 concerns the supply by the individual institutional partners of:
1) quality metadata, previews/thumbnails and links to the digital objects to the HOPE Aggregator Service to be implemented in WP4.
2) digital content objects (high resolution) to the HOPE Content Repository Service to be implemented in WP5.
All the necessary local implementation activities at the institutional level are carried out in this WP and include: the application of the standards and best practices agreed in WP1 and WP2, making the necessary mappings for the metadata conversions in WP4, preparing the data (metadata, previews/thumbnails) for supply to the aggregator, preparing the digital content for ingest in the content repository (WP5) and embedding the HOPE search API in the local websites of the participants and the Labour History Portal.
All these tasks will be performed locally, by each participant. The participants will report on progress against the schedule of their implementation plan. The work package leader oversees the local implementation schedules and is responsible for coordination with the other implementation work packages: WP4 and WP5.
The work is broken down into three strands of activity:
1) planning and monitoring (T3.1)
2) clearing IPR (T3.2)
3) the one-time retro-supply of existing metadata and digital content to the HOPE infrastructure (T3.3)
4) setting up the supply chain for the future supply of new metadata and digital content (T3.4, T3.5),
5) the search implementations at institutional websites and the HOPE discovery portal (T3.6, T3.7).
The tasks are as follows:
T3.1 Planning and monitoring the progress of the local implementations and of the provision of content to the HOPE infrastructure. Each content provider produces an implementation plan and schedule, based on a common template and the implementation manual from WP2 and reflecting the schedule of the data supply roadmap. The implementation plans need to be approved by the project management in order to ensure they fit in the overall project work schedule. The local implementers provide regular progress reports to the WP-leader, based on a report template. The WP-leader monitors progress and makes site visits to support the local implementations. He will report progress achieved on a semi-annual basis. He assures the necessary coordination with WP4 and WP5.
Task leader: CGIL
Other partners involved: see DoW, table G

T3.2 Checking and Clearing the IPR by each content provider. TA, UPIP and VGA will take necessary steps to clear the IPR on the content they make available through the discovery services such as Europeana (see the cells in red from Table0). In general this task concerns all partners who need to tackle IPR issues as they might

arise during the project, especially in new publishing contexts like Europeana. Through more exposure of the content on the web, unknown IPR rights might be claimed and need to be addressed.
Task leader: CGIL
Other partners involved: see DoW, table G

T3.3 Preparing the content for the retro-supply and carrying out the retro-supply according to the agreed roadmap, by each content provider. This task addresses the supply of the already existing metadata records and associated object files – listed in Table0. This is by definition a one-time retro-supply activity – in contrast with the ongoing activity of supplying new content as it is produced/acquired (see task T3.5). Each content provider will carry out work to select the content, enrich and create additional metadata as agreed, including the access and use conditions, prepare the master object files for ingestion in the content repository, produce the previews/thumbnails, apply unique identifiers, etc. An important result of this task will be the mappings of the local metadata to the common HOPE metadata structure, to be used in WP4 for conversion. The supply of the data to the HOPE aggregator (WP4) and of the underlying content object files to the repository (Local repository (T3.3); HOPE content repository WP5), is done according to the Content Supply Roadmap. The harmonised metadata returned by the HOPE Aggregator Service (WP4) to the content providers will be validated by the content providers and will replace the original metadata.
Task leader: CGIL
Other partners involved: see DoW, table G

T3.4 Setting up a local repository according to the agreed best practices (WP2) and parallel to the setting up of the HOPE shared repository (WP5). This task concerns each content provider making use of a local repository system. This system will be adapted to conform to the agreed standards, protocols, interfaces and best practices.
Task leader: CGIL
Other partners involved: see DoW, table G

T3.5 Implementing the supply chain for the sustained supply of content into the future, by each content provider. This activity develops an operational workflow in which the best practices and agreed standards are integrated in the collection processing departments of the BPN participants. Each content provider implements locally the necessary workflows, procedures, technical and organisational structures to ensure the continuous provision of new content to the HOPE infrastructure. Testing the supply-chain is an important part of this task.
Task leader: CGIL
Other partners involved: see DoW, table G

T3.6 Embedding the HOPE search API in the institutional website/portal. As soon as the Search API is released by WP4, the participants will be able to embed it in their local/institutional website, facilitating the Search function.
Task leader: CGIL
Other partners involved: see DoW, table G

T3.7 Upgrading the Labour History Portal. KNAW-IISG will upgrade the existing site, move its content to a new open source CMS platform and embed the HOPE Search API in the new portal.
Task leader: KNAW-IISG
Other partners involved: see DoW, table G

Dependencies: Input from WP1 and WP2 (implementation manual and best practices). WP4 and WP5 are dependent on the local implementation schedules and content provision roadmap from WP3.

Person-Months per Participant

Participant number [10]	Participant short name [11]	Person-months per participant
1	KNAW-IISG	12.00
2	AMSAB-ISG	12.00
4	CGIL	26.00
5	FES	25.00

WT3:
Work package description

Person-Months per Participant

Participant number [10]	Participant short name [11]	Person-months per participant
6	FMS	12.00
7	SSA	9.00
8	TA	9.00
9	VGA	9.00
10	KEE	14.00
14	UPIP	22.00
15	GÉNÉRI	9.00
	Total	159.00

List of deliverables

Delive-rable Number [61]	Deliverable Title	Lead benefi-ciary number	Estimated indicative person-months	Nature [62]	Dissemi-nation level [63]	Delivery date [64]
D3.1	Implementation plan, by WP-leader	4	7.00	R	CO	12
D3.2	Implementation report	4	70.00	R	CO	23
D3.3	Upgraded Labour History Portal	1	13.00	O	PU	28
D3.4	Implementation report	4	69.00	R	CO	35
		Total	159.00			

Description of deliverables

D3.1) Implementation plan, by WP-leader : D3.1 Implementation plan, by WP-leader (M12) WP3 is an implementation workpackage and it will deliver the necessary infrastructure and content for WP4 and WP5. Progress will be reported to the project management through 6-monthly progress reports on the local implementations, and will be reflected in the periodic reports of WP7. The deliverables of WP3 are the overall implementation plan for this work package and the result of upgrading the HOPE Portal: Labourhistory.net. [month 12]

D3.2) Implementation report: D3.2 Implementation report (M23) [month 23]

D3.3) Upgraded Labour History Portal: D3.3 Upgraded Labour History Portal (M28) [month 28]

D3.4) Implementation report: D3.4 Implementation report (M35) [month 35]

Schedule of relevant Milestones

Milestone number [59]	Milestone name	Lead benefi-ciary number	Delivery date from Annex I [60]	Comments
MS15	Local mappings of the metadata to the common HOPE metadata structure, by each content provider	4	10	

WT3:
Work package description

Schedule of relevant Milestones

Milestone number [59]	Milestone name	Lead benefi-ciary number	Delivery date from Annex I [60]	Comments
MS16	Content provision according to the schedule of the roadmap, from M16 onwards	4	16	
MS17	Local repositories ready for content ingestion	4	16	
MS18	Implementation report, by WP-leader	4	17	
MS20	Local supply chains operational	4	28	
MS21	HOPE API embedded in institutional portals	4	28	
MS22	Implementation report, by WP-leader	4	29	

WT3:
Work package description

Project Number [1]	250549	Project Acronym [2]	HOPE

One form per Work Package

Work package number [53]	WP4
Work package title	HOPE Aggregator Service
Start month	1
End month	36
Lead beneficiary number [55]	11

Objectives

This work package is part of the implementation activity that aims:
☐ To implement the large-scale data supply chain between the HOPE BPN and discovery services (Europeana, Labour History Portal, social sites)
☐ To provide web services that enable the HOPE participants the rapid deployment of content mashups on the web
☐ To build an infrastructure capable of high scalability, openness to external services integration and with sustainability properties
☐ To supply a set of tools to support metadata curation and to increasingly achieve metadata quality

Description of work and role of partners

The work package leader is CNR-ISTI.
WP4 is responsible for implementing the HOPE Aggregator Service Infrastructure which actually includes the Aggregator itself and the Storage, External Interfaces, Identifiers Managers, Index, Search, Browse, Multilingual Services and Curation services.
The Service collects the data (metadata and the previews/thumbnails) from the HOPE content providers, harmonises the data and propagates it to discovery services. WP4 is responsible for data supply to Europeana, for disseminating the data to social sites and for making the data searchable and accessible through APIs.
WP4 will implement mechanisms and tools for metadata aggregation, cleansing and harmonization. The WP4 activities will contribute to the project's objective to achieve economies of scale both in terms of technical infrastructure and technical expertise.

The software implementation activity performed will conform to RUP best practices (Rational Unified Process, Best Practices for Software Development). In particular, starting from the high level architectural design produced in WP2, an appropriate system configuration will be identified and deployed. The whole activity will be regulated by a clear detailed implementation plan (including iteration plans where applicable) to be approved by the project management (WP7).
It will consequently carry out the implementation plan and build and test the sub-systems.

The technology used to implement the HOPE Aggregator Service will be based on existing solutions: the DRIVER platform, the Multimatch search service and additionally existing toolkits and solutions in the Open Source, whenever possible and appropriate (eg Europeana search API).
The deployment and testing of the sub-systems on the target hardware and the maintenance of the Service Infrastructure is integral part of the work.

T4.1 Service Infrastructure detailed design. This task builds on the results of WP2 and will produce the detailed design of the HOPE Aggregator SW Infrastructure. The design will define the main sub-systems which are to be implemented:
• Aggregator
• Storage
• Supply mechanisms/interfaces to Europeana, social sites, data providers, etc.
• Identifiers Manager
• Index

• Browse
• Search
• Multilingual Services
• Curation Services
The Aggregator sub-system collects all data (metadata, previews/thumbnails) from the HOPE data providers, according to the content supply roadmap. The quality of the metadata is enhanced through the HOPE Curation Services (see also T4.4) and Multilingual services. The enhanced metadata are returned to the data providers. Different data-sub-sets are created, according to the content supply profile of the targeted discovery service (Europeana, Labour History Portal, social sites, institutional sites) defined in WP1. The data-sub-sets are mapped, converted to agreed formats (defined during the interoperability work of WP2) and propagated (according to the content supply roadmap) to external discovery services. The data are indexed and made searchable/browsable through APIs.

The implementation plan will schedule the implementation of the infrastructure. Special emphasis will be devoted to ensure continuous interoperability with the Europeana metadata ingestion tool – which will develop as new requirements are submitted by Europeana Local projects. The WP4 sub-systems will adapt continuously to these developments. The implementation plan will therefore take into account the development cycles of the Europeana metadata ingestion tool.

Testing the software, sub-systems and the infrastructure as a whole will be carried out according to a test plan, including:
☐ Functional testing of the software (which will be done on the basis of the use cases prepared by WP1, and coordinated and supervised by FMS).
☐ Non-functional testing (scalability, performance, maintainability, etc.)
☐ Acceptance testing by content providers (data enrichment quality, etc.)
☐ Acceptance testing by end-users (carried out by the user groups identified in WP1)
The outcomes of this task are the infrastructure detailed design, implementation and test plans, including implementation/iteration schedules and software release planning. The design and plans will be included in the wiki of the HOPE Aggregator Service.
Task leader: CNR-ISTI
Other partners involved: see DoW, table G

T4.2 Implementation. This task concerns the implementation of the HOPE Aggregator sub-systems. Most of the software components implementing the needs of the HOPE community are a customisation of the DRIVER platform. Examples of such customisation are the implementation of wrappers and harvesting services tailored to the specific operational context, the customisation of the search functionality to comply with specific user needs, the adaptation of the harvesting and aggregator services to the source metadata formats, etc. The integration of multilingual resource indexing and search services will be achieved through the customisation of the results of the IST Project MultiMatch. The sub-systems will be tested according to the test plan. The outcomes of this task are the implemented and tested sub-systems, according to the schedule defined by the Detailed Implementation Plan.
Task leader: CNR-ISTI
No other partners involved

T4.3 Build, test, deploy and maintenance. This task concerns mainly the verification of the implemented infrastructure (against the Use Cases produced by WP1) and deployment (releases and updates) of the verified SW for actual usage by the HOPE BPN and the targeted discovery services.
All methods and procedures supplied by the DRIVER platform will be employed to guarantee the most reliable results. The task will also take care of the maintenance of the Aggregator Service Infrastructure through the whole project life time in terms of system availability, backup management, etc.
CNR will provide tools for supporting software life-cycle and will be coordinating and supervising system release plans, from development to testing and final release in production. Such activities have mainly to do with establishing and enforcing distributed development policies, planning proper software releases guaranteeing their successful delivery and intervening with centralized and coordinated corrective actions to overcome the obstacles and still achieve the expected results.
The following will be produced to support this task:
• Technical Support wiki implementation
• Software integration, testing, packaging & documentation
The outcomes of this task are the prototypes and releases of the HOPE Aggregator Service.

The two releases will feature the following content:
• Release 1.0: Aggregator, Storage Supply mechanisms/interfaces, Identifiers Manager, Index, Browse, Search.
• Release 2.0: all of the above, plus Multilingual Services.
Task leader: CNR-ISTI
Other partners involved: see DoW, table G

T4.4 Metadata cleansing and harmonisation. A number of tools will be developed to validate and guarantee the agreed quality of the aggregated metadata from the local content providers. Data curation tools and services will support the cleansing and harmonisation of metadata values (as agreed in WP2) performed both at harvesting time and on the stored content. Cleansed and harmonised data will be returned to the content providers, for them to improve their original metadata records. The data curation tools will focus on the use of Authority Files and other schemes for harmonisation - to be used at different times in the process (metadata creation, harmonisation). These tools and services will be tested and validated in close liaison with WP1 and WP2 coordinators. The data curation tools and services will use and contribute open source solutions in the Europeana Open Source environment.
The outcomes of this task are prototypes and releases of the data curation tools and the return of harmonised metadata to the content providers, according to the content supply roadmap.
Task leader: CNR-ISTI
Other partners involved: see DoW, table G

T4.5 Data collection and supply. This task executes the content supply roadmap defined by WP1 and managed by WP7 in close liaison with WP3, WP5 and Europeana. Data is collected from/supplied by the content providers, the enhanced data are returned to the content providers, the mapped metadata records, previews/thumbnails with direct links to the digital objects are supplied to Europeana and the external discovery services.
The outcomes of this task are the milestones achieved in the data supply process and made measurable for WP7 to monitor progress.
Task leader: CNR-ISTI
Other partners involved: see DoW, table G

Dependencies: The whole WP activity will be based on input from WP1 (use cases, supply profiles and supply roadmap), WP2 (agreed standards and protocols, high-level architectural design). It will be working in close liaison with WP3, WP5 and Europeana for executing the data supply chain across the HOPE infrastructure.

Person-Months per Participant

Participant number [10]	Participant short name [11]	Person-months per participant
1	KNAW-IISG	4.00
2	AMSAB-ISG	4.00
4	CGIL	4.00
5	FES	4.00
6	FMS	4.00
11	CNR	72.00
13	EDLF	6.00
	Total	98.00

WT3:
Work package description

List of deliverables

Delive-rable Number [61]	Deliverable Title	Lead benefi-ciary number	Estimated indicative person-months	Nature [62]	Dissemi-nation level [63]	Delivery date [64]
D4.1	Aggregator Infrastructure Detailed Design	11	9.00	R	PU	11
D4.2	Aggregator Infrastructure Release 1.0 (	11	30.00	O	PU	20
D4.3	Aggregator Infrastructure Release 2.0	11	44.00	O	PU	30
D4.4	Data supply to Europeana completed	11	15.00	O	PU	36
		Total	98.00			

Description of deliverables

D4.1) Aggregator Infrastructure Detailed Design: D4.1 Aggregator Infrastructure Detailed Design (M11) [month 11]

D4.2) Aggregator Infrastructure Release 1.0 (: D4.2 Aggregator Infrastructure Release 1.0 (M20) [month 20]

D4.3) Aggregator Infrastructure Release 2.0: D4.3 Aggregator Infrastructure Release 2.0 (M30) [month 30]

D4.4) Data supply to Europeana completed : D4.4 Data supply to Europeana completed (M36) [month 36]

Schedule of relevant Milestones

Milestone number [59]	Milestone name	Lead benefi-ciary number	Delivery date from Annex I [60]	Comments
MS24	Aggregator Implementation Plan	11	9	
MS25	Aggregator Test Plan	11	10	
MS26	Prototype of the Aggregator Infrastructure	11	14	
MS27	Data curation tools v.1	11	20	
MS28	Technical support wiki implementation	11	20	
MS29	Data collection and supply, according to the schedule of the roadmap (from M21 onwards)	11	21	
MS30	Data curation tools v.2	11	30	

WT3:
Work package description

Project Number [1]	250549	Project Acronym [2]	HOPE

One form per Work Package

Work package number [53]	WP5
Work package title	HOPE Content Repository Service
Start month	1
End month	36
Lead beneficiary number [55]	1

Objectives

This work package is part of the implementation activity that aims:
☐ To ensure the seamless locate/request/deliver services in the d2d chain with Europeana and other discovery services
☐ To implement the shared repository system that provides a secure storage, IPR-aware access facilities and content (reproduction) delivery services
☐ To apply best practices for assuring the trustworthiness and sustainability of the repository system

Description of work and role of partners

The work package leader is KNAW-IISG.
WP5 is responsible for the actual implementation of the HOPE Content Repository infrastructure that can be shared by all the participating content providers. This activity will contribute to the project's objective to achieve economies of scale both in terms of technical infrastructure and technical expertise.

Starting from the high level architectural design and best practices produced in WP2, this work package will detail the requirements specifications, infrastructure design and the implementation plan. The SW solution used to implement the HOPE repository will be based on existing open source solutions. The implementation plan (including iteration plans where applicable) will be presented for approval to the project management (WP7). The approved implementation plan will be carried out and the repository infrastructure will be built and tested accordingly in a controlled test and acceptance environment.
The deployment of the system on the target hardware and the maintenance of the repository infrastructure is an integral part of the work.
There will be continuous communication and close liaison with the WP3 local repository implementers. WP5 brings together a sub-group of the BPN which will share expertise and apply best practices in implementing trusted digital repositories for content delivery.

T5.1 Specifying requirements. This task will draw up the system's requirements specifications (functional, and non-functional) based on:
☐ WP1 use cases including delivery requirements, access and use restrictions matrix,
☐ WP2 high level design, best practices, content supply and delivery protocols, etc.
The approach will be based on the OAIS-framework and will identify the workflow stages in which the system will be used (workflow use cases defining pre-ingest, ingest, storage, administration, access, delivery, etc.). Non-functional requirements (scalability, performance, maintenance, etc.) will be defined. During the project definition stage the storage requirements for the project duration have been established, in order to draw up the necessary budget.
This task will monitor the development of the Consortium's storage requirements and the storage management solutions that will become available on the market, in order for the Consortium to be able to take an informed decision about the continuity of the infrastructure after depreciation of the equipment. This will be used as input for the exploitation plan (see WP7).
Additional requirements to support the decision making process when choosing for open source solutions or for third party services will be drawn. For example, evaluation criteria to assess the robustness of the open source community (stakeholders, development activity and available resources, roadmap, support, etc.) will be part of the requirements.

Outcomes of this task will be the workflow use cases and the requirements specification. They will be fed into the wiki of the HOPE Repository.
Task leader: KNAW-IISG
Other partners involved: see DoW, table G

T5.2 Infrastructure design and choosing the most appropriate solutions. This task builds on the results of WP2 and will produce the detailed design of the HOPE Content Repository Infrastructure. The design will define the main sub-systems which are to be implemented, on the basis of the OAIS-framework:
☐ Ingest
☐ Storage management
☐ Metadata management
☐ Access (incl. IAA = Identification, Authentication and Autorisation)
☐ Delivery (incl. handling of clearing rights, cost recovery, and other delivery conditions)
☐ Administration
This task will carry out all the necessary activities to choose the most appropriate repository solution. The storage management infrastructure (incl. back-up, disaster recovery, data integrity checking, etc.) will be implemented within the budget constraints (see under B3.5 for the calculation of the HOPE repository storage infrastructure costs). Identification, authentication and autorisation (IAA) for a seamless d2d, will be defined as part of the HOPE repository infrastructure. The choice of the repository SW (the Duraspace technology is a candidate) will be made by mapping the requirements to the existing solutions. This work will be carried out in two steps:
1) desktop comparison of the specifications of existing solutions with the T5.1 requirements resulting in a best candidate; visits to organisations with operational implementations will be made to gather more information;
2) piloting the best candidate solution and testing how it addresses the T5.1 requirements in practice. A choice will be made at the end of the test pilot and a list of remaining requirements (not addressed by the chosen solution) will be drawn. Decisions concerning these remaining requirements and how to deal with them will be made.
During the pilot stage, the content ingestion module will be tested by the partners and the content ingestion experiences will feed back into the pilot and into the content supply activity of WP3.
On the basis of the detailed infrastructure design and findings from the proof-of-concepts and test-pilots an implementation and test plan will be drawn in which the build, test and deploy process is scheduled.
Testing the sub-systems and the infrastructure as a whole will be carried out according to a test plan, including:
☐ Functional testing of the software (which will be done on the basis of the use cases prepared by WP1, and coordinated and supervised by FMS).
☐ Non-functional testing (scalability, performance, maintainability, etc.)
☐ Acceptance testing by content providers (ingestion, access and delivery services, etc.)
☐ Acceptance testing by end-users (carried out by the user groups identified in WP1)
Outcome of this task will be the detailed infrastructure design, proof-of-concepts, test pilot results and the implementation and test plan, including implementation/iteration schedules and software release planning. The design and plans will be included in the wiki of the HOPE Repository.
Task leader: KNAW-IISG
Other partners involved: see DoW, table G

T5.3 Build, test, deployment and maintenance. This task consists of the proper implementation of the HOPE repository infrastructure, according to the detailed infrastructure design and implementation and test plan. The workflow environment (ingesting, delivering, etc.) will be built and tested for verification against the workflow use cases (T5.1) and the WP1 Use Cases. All the sub-systems of the infrastructure will be verified against the functional and non-functional requirements.
The infrastructure will be deployed for actual usage by the HOPE content providers and by users of the discovery services (Europeana, Labour History Portal, etc.).
The task will take care of the maintenance of the infrastructure through the whole project life time in terms of system availability, support system, etc.
The following will be produced to support this task:
• Technical Support wiki implementation
• Software integration testing & documentation
Outcomes of this task will be the releases of the repository infrastructure:
• Release v1.0: ingest, storage, metadata management;
• Release v2.0: all sub-systems.
• Release v3.0: all sub-systems.

Task leader: KNAW-IISG
Other partners involved: see DoW, table G

T5.4 Content Ingestion. This task executes the content supply roadmap in close liaison with WP3, WP4 and Europeana. Content is collected from/supplied by the content providers and ingested in the repository according to the content supply roadmap.
The outcomes of this task are the milestones achieved in the content ingestion process and made measurable for WP7 to monitor progress.
Task leader: KNAW-IISG
Other partners involved: see DoW, table G

Dependencies: WP5 will use input from:
☐ WP1 on uses cases, best practices for IPR aware content delivery systems, supply roadmap;
☐ WP2 on the high-level design, the policies and best practices for digital repositories, supply protocols, agreed formats and best practices for the underlying content, the choice of the HOPE resolver infrastructure;
WP5 will be in close liaison with the local repository activities (T3.3 and T3.5).
WP5 will provide input to the performance measurement of WP7 (ingest statistics, access statistics, self-audit results, etc.)
WP5 will provide updates to the best practices for digital content repository, based on the practical experiences encountered in this work package.

Person-Months per Participant

Participant number [10]	Participant short name [11]	Person-months per participant
1	KNAW-IISG	53.00
2	AMSAB-ISG	6.00
4	CGIL	10.00
10	KEE	9.00
11	CNR	8.00
	Total	86.00

List of deliverables

Delive-rable Number [61]	Deliverable Title	Lead benefi-ciary number	Estimated indicative person-months	Nature [62]	Dissemi-nation level [63]	Delivery date [64]
D5.1	Repository Infrastructure Detailed Design	1	20.00	R	PU	11
D5.2	Repository Release 1.0	1	20.00	O	PU	24
D5.3	Repository Release 3.0	1	32.00	O	PU	32
D5.4	Content ingestion completed	1	14.00	O	PU	36
		Total	86.00			

Description of deliverables

D5.1) Repository Infrastructure Detailed Design : D5.1 Repository Infrastructure Detailed Design (M11) [month 11]

D5.2) Repository Release 1.0: D5.2 Repository Release 1.0 (M24) [month 24]

D5.3) Repository Release 3.0 : D5.3 Repository Release 3.0 (M32) [month 32]

D5.4) Content ingestion completed : D5.4 Content ingestion completed (M36) [month 36]

Schedule of relevant Milestones

Milestone number [59]	Milestone name	Lead benefi-ciary number	Delivery date from Annex I [60]	Comments
MS31	Repository workflow use cases and requirements specifications	1	9	
MS32	Repository Implementation Plan	1	12	
MS33	Repository Release 1.0	1	16	
MS34	Content ingestion, according to the schedule of the content supply roadmap (from M16 onwards)	1	16	

WT3:
Work package description

Project Number [1]	250549	Project Acronym [2]	HOPE

One form per Work Package

Work package number [53]	WP6
Work package title	Networking and Dissemination
Start month	1
End month	36
Lead beneficiary number [55]	5

Objectives

This work package is part of the networking and dissemination activity that aims:
☐ To attract new content providers via the IALHI network, in order to increase the quantity and quality of the social history digital resource and to ensure the wide array of scattered collections is covered appropriately;
☐ To ensure an optimal outreach and uptake of the project results, experience, know-how and expertise outside the BPN, in particular within the IALHI network;
☐ To engage professionals users of the content in the sustained development of the social history digital resource.

Description of work and role of partners

The work package leader is FES.
WP6 is responsible for all outward reaching activities: attracting new content providers to the BPN, raising awareness about the objectives and results of the project and engaging the user community. This will be done following a promotional strategy, using different communication forms, not only written form (web texts, papers, letters to the members of IALHI), but more importantly also via face-to-face communication (regional workshops, conference presentations and networking travels).

T6.1 Disseminating the project and its results. The HOPE project website (www.peopleseurope.eu) will present the project and publish the results from the project. It will be an important dissemination tool, but other instruments will be developed as well (regular news feeds, flyers, etc). A HOPE logo and promotional material will be designed to support all the WP6 tasks.
To promote the digital social history resource, targeted promotional strategies will be developed in close relationship with WP1. One strategy will be targeted at the Europeana user community, in collaboration with the Europeana office. Also a strategy will be devised for a web2.0 presence of the social history resource on social sites, such as Flickr, You Tube, etc. Examples such as the National Library of Australia on Flickr: The Commons will be useful to devise a successful strategy.
Awareness-raising with the institutions funding the HOPE participants will be yet another activity, leading hopefully to a better appreciation of the digital collections and the costs (digitisation, preservation, access) involved.
This task will produce the dissemination plan, including the schedule of conferences and workshops where HOPE will be presented. The purpose of dissemination will be clearly stated in the plan and the different promotional strategies are defined in relation to the target groups. This task will carry out the general promotional activities, that do not fall under the more specific tasks T6.2 and T6.3 and it will produce presentations and papers about the HOPE project and its results.
Task leader: FES
Other partners involved: see DoW, table G

T6.2 Attracting new content providers to the BPN. This is a specific task targeting primarily the other European IALHI members that are not part of the HOPE Consortium (approx. 80 institutions across Europe). An action plan for recruiting these content providers will be drawn, dividing the effort amongst the HOPE participants. Together with FES, each of them will organize regional presentation workshops (along language regions). A preliminary division of effort would go along the following lines: Western Europe region (FES, UPIP), South Europe region

(CGIL, FMS), Northern Europe region (FES, TA), Central and Eastern Europe region (FES, OSA). To prepare the workshops several meetings between the participants will be held in order to align those involved in this task: concerning the approach, the message to get across, the dissemination and materials to be used, developing a standard presentation and translations, etc.
The presentation workshops are combined with training sessions and awareness-raising presentations. The latter ones are done in close liaison with WP1 and WP2, by reuse and translation of the best practices.
The dissemination materials (on paper as well as online) will be written in English and reviewed by a native speaker (responsibility FES). Translations will be made in German (FES), French (UPIP), Spanish (FMS), Slovenian (OSA) and Italian (CGIL).
FES will also organize the HOPE presentations at the annual IALHI conferences and workshops will also be organized for the conference participants.
A specific amount of effort is allocated to each participant to perform this task. It is unpredictable in which European regions the BPN will be more or less successful and from which region most interested institutions will come from – therefore there needs to be some flexibility in the allocation of effort in year 2 and 3.
Task leader: FES
Other partners involved: see DoW, table G

T6.3 Engaging the scientific community. This is a specific task targeting the research community for which an outreach strategy will be developed. Contacts with the scientific communities of archivists and historians (on national and international level) will be geared towards maximizing the impact of HOPE and are scheduled (as far as possible) in the dissemination plan (see task below). FES will organize HOPE presentations at the European Social Science History Conference (ESSHC) in 2010 and 2012. All project partners are involved in this task, in particular to involve their own scientific user communities at the institutional/local/regional/national levels. From this large user-base, individuals will be invited to join the user groups to be formed in WP1.
More general feedback from researchers will also be asked to assess the usefulness and quality of the social history resource made available through Europeana and the Labour History Portal. Their suggestions and feed-back will be reported back to WP1 (collection policy framework).
Task leader: FES
Other partners involved: see DoW, table G

Dependencies: WP6 will use input from all work packages: input from WP1, WP2, WP3 for networking (T6.1 and T6.2) and input from WP1-WP5 for dissemination (T6.3). D6.4 will provide input for WP1 deliverable.

Person-Months per Participant

Participant number [10]	Participant short name [11]	Person-months per participant
1	KNAW-IISG	1.00
2	AMSAB-ISG	1.00
4	CGIL	6.00
5	FES	36.00
6	FMS	6.00
7	SSA	1.00
8	TA	1.00
9	VGA	1.00
10	KEE	10.00
13	EDLF	3.00
14	UPIP	8.00
15	GÉNÉRI	1.00
	Total	75.00

WT3:
Work package description

List of deliverables

Delive-rable Number [61]	Deliverable Title	Lead benefi-ciary number	Estimated indicative person-months	Nature [62]	Dissemi-nation level [63]	Delivery date [64]
D6.1	Awareness and Dissemination plan	5	3.00	R	CO	2
D6.2	HOPE project presentation	5	1.00	O	PU	3
D6.3	HOPE project website	5	4.00	O	PU	3
D6.4	Report of new content partners workshops	5	34.00	R	CO	34
D6.5	Report on awareness and dissemination activities	5	33.00	R	CO	35
		Total	75.00			

Description of deliverables

D6.1) Awareness and Dissemination plan : D6.1 Awareness and Dissemination plan (M2) [month 2]

D6.2) HOPE project presentation : D6.2 HOPE project presentation (M3) [month 3]

D6.3) HOPE project website : D6.3 HOPE project website (M3) [month 3]

D6.4) Report of new content partners workshops : D6.4 Report of new content partners workshops (M34) [month 34]

D6.5) Report on awareness and dissemination activities: D6.5 Report on awareness and dissemination activities (M35) [month 35]

Schedule of relevant Milestones

Milestone number [59]	Milestone name	Lead benefi-ciary number	Delivery date from Annex I [60]	Comments
MS35	Letters of intent of two organizations to become content provider	5	12	
MS36	Feedback report from the scientific community on the social history digital resource	5	28	

WT3:
Work package description

Project Number [1]	250549	Project Acronym [2]	HOPE

One form per Work Package

Work package number [53]	WP7
Work package title	Project Management
Start month	1
End month	36
Lead beneficiary number [55]	1

Objectives

This work package is part of managing the project and leading the BPN activity that aims to:
☐ ensure the efficient and effective management of the project, providing coordination and facilitating teamwork among all project partners
☐ measure the progress of the project's achievements in terms of performance indicators
☐ ensure project tasks are completed within time, budget, resource and quality control constraints
☐ assure the quality of project deliverables and reports issued to the Commission
☐ support the efficient and effective communication and information sharing among partners
☐ plan the sustainability of the project results

Description of work and role of partners

The work package leader is KNAW-IISG.
WP7 is responsible for the management of the project activities, according to agreed methods, structures and procedures as described in section B3.2c. WP7 is responsible for the business case underlying the project objectives and for developing an agreed exploitation plan by the end of the project, which assures the sustainability of the project results.

This work package consists of the following tasks:
T7.1: Project administration. This task includes all administrative project management activities, timely provision of periodic progress reports and preparation of the EC project reviews, cost statement preparation and submission, handling of payments. This task will produce the Consortium Agreement between the HOPE participants.
Task leader: KNAW-IISG
Other partners involved: see DoW, table G

T7.2: Project co-ordination. This task is related to project co-ordination and management decision-making activities. It includes the co-ordination of work across work packages and partners, the management and when necessary the revision of the Content Supply Roadmap (see WP1), the review and validation of deliverables and milestone results, risk management, the management of the project's progress against the work plan and schedule and taking corrective actions, if necessary. This task is supported by T7.4 which provides management information on the project's performance.
Task leader: KNAW-IISG
Other partners involved: see DoW, table G

T7.3: Quality assurance, project documentation and internal communication. This task takes care of the quality assurance of project results, based on a Quality Assurance Plan and peer review procedures of the project deliverables. This task will also facilitate teamwork among partners through ICT-based collaboration, communication and documentation. An e-collaboratory platform (for sharing documents and deliverables, for discussions, for the calendar of events, etc) will be set-up to facilitate internal communication between the HOPE participants and for the co-authoring of documents.
Task leader: KNAW-IISG
No other partners involved.

T7.4 Performance measurement. This task installs an online dashboard in the e-collaboratory as the instrument for monitoring progress of the project against the pre-defined table of indicators (Table 5). Performance indicator measurements and input templates will be defined in close collaboration with the work package leaders, together with agreed procedures for collecting the necessary data. A baseline measurement will be performed for some of the indicators. The measurements will be input for the periodic management reports.
Task leader: KNAW-IISG
Other partners involved: see DoW, table G

T7.5: Business management. This task is responsible for the business case, which is the basis for the HOPE project and the exploitation plan. The business case describes the demand-supply chain and d2d logistics organization in which the large-scale implementation will be deployed. It is the basis for the exploitation plan which outlines the organisation, the process, roles and responsibilities, the costs and finance model (on the basis of cost recovery). The exploitation plan includes success factors and financial forecasts for the exploitation stage (after the project duration). It will take governance, organisational and financial aspects into account. The resulting exploitation plan will be a document that all HOPE partners will commit to.
To support this task a market analysis will be carried out and look into the cost models of existing reproduction services run by the HOPE partners and initiatives such as the Social History Shop at the KNAW-IISG.
This tasks also takes care of accounts management (Europeana and the social sites), opening accounts and closing licensing agreements for sharing data.
Task leader: KNAW-IISG
Other partners involved: see DoW, table G

Dependencies: WP7 will use input from all the work packages.

Person-Months per Participant

Participant number [10]	Participant short name [11]	Person-months per participant
1	KNAW-IISG	34.00
2	AMSAB-ISG	3.00
4	CGIL	3.00
5	FES	3.00
6	FMS	3.00
7	SSA	1.00
8	TA	1.00
9	VGA	1.00
10	KEE	3.00
11	CNR	3.00
13	EDLF	3.00
14	UPIP	10.00
15	GÉNÉRI	1.00
	Total	69.00

WT3:
Work package description

List of deliverables

Delive-rable Number [61]	Deliverable Title	Lead benefi-ciary number	Estimated indicative person-months	Nature [62]	Dissemi-nation level [63]	Delivery date [64]
D7.1	First Periodic Report	1	18.00	R	CO	12
D7.2	Second Periodic Report	1	15.00	R	CO	24
D7.3	Final Report	1	18.00	R	CO	36
D7.4	HOPE Exploitation Plan	1	18.00	R	CO	36
		Total	69.00			

Description of deliverables

D7.1) First Periodic Report : D7.1 First Periodic Report (M12) [month 12]

D7.2) Second Periodic Report : D7.2 Second Periodic Report (M24) [month 24]

D7.3) Final Report : D7.3 Final Report (M36) [month 36]

D7.4) HOPE Exploitation Plan : D7.4 HOPE Exploitation Plan (M36) [month 36]

Schedule of relevant Milestones

Milestone number [59]	Milestone name	Lead benefi-ciary number	Delivery date from Annex I [60]	Comments
MS37	Project quality assurance plan	1	3	
MS38	E-collaboratory	1	4	
MS39	Baseline measurements for performance indicators	1	6	
MS40	HOPE Exploitation Plan – v1	1	24	

WT4:
List of Milestones

Project Number [1]	250549	Project Acronym [2]	HOPE

List and Schedule of Milestones

Milestone number [59]	Milestone name	WP number [53]	Lead beneficiary number	Delivery date from Annex I [60]	Comments
MS1	User profiles from the three target groups	WP1	6	4	
MS2	IPR Guidelines, updated monthly until M24	WP1	6	4	
MS3	Access and use conditions	WP1	6	4	
MS4	Inventory of collections	WP1	6	4	
MS5	HOPE collection policy framework – v1	WP1	6	11	
MS6	Feedback User Acceptance Testing -1	WP1	6	20	
MS7	Feedback User Acceptance Testing -2	WP1	6	30	
MS8	Inventory of local situations (metadata formats, standards & protocols)	WP2	2	4	
MS9	Inventory of local situations (repositories and content formats)	WP2	10	4	
MS10	Specification of the common HOPE metadata structure	WP2	2	8	
MS11	Specification of the common HOPE metadata structure + harmonization specs – v1	WP2	2	9	
MS12	Agreed formats and best practices for the underlying content	WP2	4	9	
MS13	Specifications of the supply protocols	WP2	2	9	
MS14	Best Practices for Digital Content repositories – v1	WP2	10	9	

WT4:
List of Milestones

Milestone number [59]	Milestone name	WP number [53]	Lead beneficiary number	Delivery date from Annex I [60]	Comments
MS15	Local mappings of the metadata to the common HOPE metadata structure, by each content provider	WP3	4	10	
MS16	Content provision according to the schedule of the roadmap, from M16 onwards	WP3	4	16	
MS17	Local repositories ready for content ingestion	WP3	4	16	
MS18	Implementation report, by WP-leader	WP3	4	17	
MS20	Local supply chains operational	WP3	4	28	
MS21	HOPE API embedded in institutional portals	WP3	4	28	
MS22	Implementation report, by WP-leader	WP3	4	29	
MS24	Aggregator Implementation Plan	WP4	11	9	
MS25	Aggregator Test Plan	WP4	11	10	
MS26	Prototype of the Aggregator Infrastructure	WP4	11	14	
MS27	Data curation tools v.1	WP4	11	20	
MS28	Technical support wiki implementation	WP4	11	20	
MS29	Data collection and supply, according to the schedule of the roadmap (from M21 onwards)	WP4	11	21	
MS30	Data curation tools v.2	WP4	11	30	
MS31	Repository workflow use cases and requirements specifications	WP5	1	9	
MS32	Repository Implementation Plan	WP5	1	12	

WT4:
List of Milestones

Milestone number [59]	Milestone name	WP number [53]	Lead beneficiary number	Delivery date from Annex I [60]	Comments
MS33	Repository Release 1.0	WP5	1	16	
MS34	Content ingestion, according to the schedule of the content supply roadmap (from M16 onwards)	WP5	1	16	
MS35	Letters of intent of two organizations to become content provider	WP6	5	12	
MS36	Feedback report from the scientific community on the social history digital resource	WP6	5	28	
MS37	Project quality assurance plan	WP7	1	3	
MS38	E-collaboratory	WP7	1	4	
MS39	Baseline measurements for performance indicators	WP7	1	6	
MS40	HOPE Exploitation Plan – v1	WP7	1	24	

WT5:
Tentative schedule of Project Reviews

Project Number [1]	250549	Project Acronym [2]	HOPE

Tentative schedule of Project Reviews

Review number [65]	Tentative timing	Planned venue of review	Comments, if any
RV 1	13	Luxembourg	
RV 2	25	To be defined	
RV 3	37	Luxembourg	

WT6:
Project Effort by Beneficiary and Work Package

Project Number [1]	250549	Project Acronym [2]	HOPE

Indicative efforts (man-months) per Beneficiary per Work Package

Beneficiary number and short-name	WP 1	WP 2	WP 3	WP 4	WP 5	WP 6	WP 7	Total per Beneficiary
1 - KNAW-IISG	5.00	6.00	12.00	4.00	53.00	1.00	34.00	115.00
2 - AMSAB-ISG	5.00	36.00	12.00	4.00	6.00	1.00	3.00	67.00
4 - CGIL	6.00	12.00	26.00	4.00	10.00	6.00	3.00	67.00
5 - FES	8.00	8.00	25.00	4.00	0.00	36.00	3.00	84.00
6 - FMS	31.00	10.00	12.00	4.00	0.00	6.00	3.00	66.00
7 - SSA	0.00	1.00	9.00	0.00	0.00	1.00	1.00	12.00
8 - TA	0.00	1.00	9.00	0.00	0.00	1.00	1.00	12.00
9 - VGA	0.00	1.00	9.00	0.00	0.00	1.00	1.00	12.00
10 - KEE	10.00	10.00	14.00	0.00	9.00	10.00	3.00	56.00
11 - CNR	0.00	6.00	0.00	72.00	8.00	0.00	3.00	89.00
13 - EDLF	5.00	6.00	0.00	6.00	0.00	3.00	3.00	23.00
14 - UPIP	4.00	5.00	22.00	0.00	0.00	8.00	10.00	49.00
15 - GÉNÉRI	0.00	1.00	9.00	0.00	0.00	1.00	1.00	12.00
Total	74.00	103.00	159.00	98.00	86.00	75.00	69.00	664.00

1. Project number

The project number has been assigned by the Commission as the unique identifier for your project. It cannot be changed. The project number **should appear on each page of the grant agreement preparation documents (part A and part B)** to prevent errors during its handling.

2. Project acronym

Use the project acronym as given in the submitted proposal. It cannot be changed unless agreed so during the negotiations. The same acronym **should appear on each page of the grant agreement preparation documents (part A and part B)** to prevent errors during its handling.

53. Work Package number

Work package number: WP1, WP2, WP3, ..., WPn

55. Lead beneficiary number

Number of the beneficiary leading the work in this work package.

56. Person-months per work package

The total number of person-months allocated to each work package.

57. Start month

Relative start date for the work in the specific work packages, month 1 marking the start date of the project, and all other start dates being relative to this start date.

58. End month

Relative end date, month 1 marking the start date of the project, and all end dates being relative to this start date.

59. Milestone number

Milestone number:MS1, MS2, …, MSn

60. Delivery date for Milestone

Month in which the milestone will be achieved. Month 1 marking the start date of the project, and all delivery dates being relative to this start date.

61. Deliverable number

Deliverable numbers in order of delivery dates: D1 – Dn

62. Nature

Please indicate the nature of the deliverable using one of the following codes

R = Report, **P** = Prototype, **D** = Demonstrator, **O** = Other

63. Dissemination level

Please indicate the dissemination level using one of the following codes:

• **PU =** Public

• **PP =** Restricted to other programme participants (including the Commission Services)

• **RE =** Restricted to a group specified by the consortium (including the Commission Services)

• **CO =** Confidential, only for members of the consortium (including the Commission Services)

• **Restreint UE =** Classified with the classification level "Restreint UE" according to Commission Decision 2001/844 and amendments

• **Confidentiel UE =** Classified with the mention of the classification level "Confidentiel UE" according to Commission Decision 2001/844 and amendments

• **Secret UE =** Classified with the mention of the classification level "Secret UE" according to Commission Decision 2001/844 and amendments

64. Delivery date for Deliverable

Month in which the deliverables will be available. Month 1 marking the start date of the project, and all delivery dates being relative to this start date

65. Review number

Review number: RV1, RV2, ..., RVn

66. Tentative timing of reviews

Month after which the review will take place. Month 1 marking the start date of the project, and all delivery dates being relative to this start date.

67. Person-months per Deliverable

The total number of person-month allocated to each deliverable.

PART B

Project Profile

Information on the Best Practice Network
Objectives HOPE is a Best Practice Network of archives, libraries and museums of social history institutions across Europe. It aims to improve access to the vast amount of highly significant but scattered digital collections on social history. It proposes to achieve this by promoting the adoption of standards and best practices for digital libraries amongst its partners, by ensuring that the metadata and the content become available through Europeana and by implementing a full scale discovery-to-delivery model. In this way HOPE aligns with Objective 2.2 of the European Digital Library ICT-PSP programme – i.e. to increase the quantity of quality content available through Europeana.
Activities and Outcomes The HOPE approach combines consensus building and awareness raising activities with the full scale implementation of an infrastructure for metadata dissemination and digital content delivery functions. The outcomes include: ▪ **a social history metadata aggregator** that collects the available data (metadata and preview/thumbnails and direct link to digital objects) and ensures interoperability with the Europeana platform. The aggregator supplies this data to Europeana by use of the Europeana metadata ingest tools. ▪ **a social history content repository** for the BPN partners who are not able to set up and maintain a sustainable digital collection management facility for themselves, due to lack of expertise and technical resources. The shared repository provides basic storage, management and access services and ensures the transparent and straightforward location and delivery of digital content. ▪ **An upgraded version of the existing Labour History Portal** by use of web services (www.labourhistory.net). ▪ **Improved quality of the content, the metadata and the service delivery** through sharing best practices in digitization, metadata harmonisation, digital curation, web service delivery logistics (locate/request/deliver) and re-use of content. The BPN will seek to adhere and to contribute to Europeana guidelines and solutions through the Europeana open source and community space. ▪ **Engagement of the community of social history institutions** through awareness-raising, best practice sharing, offering support and access to the BPN-facilities and by taking new content providers on board as the project proceeds.

Consortium

Thirteen partners from **ten different European countries** form the Consortium. Their roles are as follows:

- Eleven partners are ***content providers*** and all of them are social and labour history institutions affiliated to the International Association of Labour History Institutions (IALHI – www.ialhi.org), founded in 1970 to foster closer co-operation in its domain.

- One partner, UPIP in France, is a research institute of social history. In HOPE it represents two major French content providing organisations: Bibliothèque de documentation internationale contemporaine (BDIC) and Fondation Maison des sciences de l'homme (MSH).

- All the content providing partners fulfil an important role in awareness-raising and recruiting new content providers across Europe. The ***dissemination partner*** FES is responsible for coordinating these activities. FES will raise awareness within IALHI, optimize the chances of uptake of the BPN approach and results by sister-institutions and strengthen sustainability by inclusion of new content providers.

- The ***technology partner*** CNR-ISTI is a leading player in the field, with strong connections to relevant European projects, in particular DRIVER and Europeana. CNR-ISTI will set-up the necessary services infrastructures for the demand-supply chain, connecting Europeana and the social history aggregator.

- The strategic partnership with the ***EDL Foundation*** will ensure liaison and concertation with Europeana developments and create synergies in best practice areas such as content harmonisation, multi-linguality, multi-culturality and semantic interoperability, thereby enhancing the quality of content discovery.

- The ***Co-ordinator*** KNAW-IISG is one of the world's largest documentary and research institutions in the field of social history and will act as content provider and technology partner as well. The KNAW-IISG will set-up the shared repository for delivery services and ensure the d2d logistics.

The Schweizerisches Sozialarchiv (SSA) from Switzerland is aware that it is not eligible for Community funding, but wishes to participate and to contribute as a partner to the BPN.

Impact

The HOPE Best Practice Network represents a community of social history institutions documenting the history of 19th and 20th century Europe. By aggregating digital content from unique and authoritative collections in its domain, the BPN brings together a significant pillar of European history to the wide Europeana audience, thereby enhancing the quality of the historical experience and stimulating discovery in primary source materials never disclosed before to users on such a large scale.

B1. Project description and objectives

B1.1. Project objectives

Concept of the project: objectives and action
The project aims to improve access to the vast amount of highly significant but scattered digital collections on social history in Europe. To achieve this goal, the project builds on existing and truly international co-operation networks in the field of social history, such as the International Association of Labour History Institutions (IALHI) and the European Social Science History Conference (ESSHC). The proposed Best Practice Network consists of eleven members from the IALHI network - all archives, libraries, documentation centres, museums and research institutions specializing in social history and the history of social movements in Europe. The partners have a long standing experience in collaboration. They have worked together in organizing conferences, sharing resources, building a Portal on Labour History, which features a joint Search platform for their collections and a shared exhibition space: the IALHI Web Museum. On February 14th, 2009, IALHI organised a workshop in Paris devoted to the various digitisation projects of its members. The objectives of the workshop were to achieve more coordination at a European level of the various digitisation policies and practices and to look for opportunities to create a digital library on social history. One of the outcomes of this workshop was the decision to apply for Call 3 of the CIP-ICT PSP-2009.

In bringing together this BPN the IALHI partners are seeking to address some of the major barriers identified during the Paris workshop and to make a leap forward in their continued effort to improve access to social history resources by use of web infrastructures and ICTs.
The institutions involved in the BPN have all been confronted with similar problems and challenges for wider and better use of ICT, such as:

- *Fragmented access to collections*. For most organisations the prevailing approach, driven by local or national digitisation programmes, is unsatisfactory. How to present the digital library on social history in a coherent and meaningful way? How to re-connect collections that have been separated by European wars and that are now being fragmented by national digitization selection policies?
- *Lack of exploitation/sustainability plans.* Many national governments in Europe fund digitisation programmes but most of these programmes do not have an underlying sustainability plan. As a result many institutions have a great amount of digital content but no means to valorise this content.
- *Atomised digitisation projects*. Currently, the results of digitisation projects are mostly made available through the individual institution's websites – but even this seemingly simple solution poses in many cases technical and practical problems.
- *Unavailability of ICT-based services and expertise*: Where to store and how to manage access to digital content? Which additional metadata is needed? How to structure and visualise the hundreds of digital content files? How to link them to the metadata records and archival-inventory numbers?
- *New web model for d2d logistics*. The institutional website is no longer the exclusive place to reach Internet users. It has been observed by others before us: discovery on the web happens elsewhere. Users flock around Google-type facilities to search and discover information resources. The web environment imposes a new model for d2d logistics (discovery to delivery).
- *Lack of interoperability of solutions across collections and services*: What are the commonly agreed, pan-European metadata level interoperability standards for distributed digital data collections? How to cope with semantic and linguistic differences across Europe?

For cultural heritage and academic institutions investing in people and technology has always been a major challenge, because of the rapid changes in technologies and the difficulty in retaining talented developers. In addition, providing services through the Internet is a relatively new business proposition for them and it has proven very difficult to come to grips with. The reason behind this is that today's technologies, on which our business models are based, will become obsolete tomorrow.

So tomorrow we will need to adapt our business models to yet again new technologies. A drastically new approach in managing this volatile environment is necessary and seems to have emerged with the application programming interface (API) concept, enabling the use and seamless integration of tools, content and services across the Internet. The API disconnects the more dynamic front-end development from the more stable, infrastructural back-end development. This means that it will be possible on the one hand to concentrate infrastructural back-end development (such as Cataloguing systems, Search systems, Geographical systems, etc.) and on the other hand, rapid front-end development is made easy. Well built mashups, embedding sustainable APIs, will be key to help heritage institutions of all sizes, small and big, to rapidly deploy web services without having to make major investments.
This project aims to move from the current fragmented, "stand-alone" institutional solutions towards a web-based discovery-to-delivery (d2d) business case. From the moment that a user of Europeana (or any other search site/portal/social networking site) finds specific collection information of his/her interest, the way in which the user will be led to the actual digital resource and will experience each step in the d2d process (request, locate, retrieve, access, consult via a reader/player, download or request a copy in a higher resolution or a print reproduction, online payment, contact with the service desk, etc.) is critical to user satisfaction and to the success of the HOPE implementation. HOPE seeks to achieve economies of scale both in terms of technical infrastructure and technical expertise by implementing a shared and sustainable demand-supply chain between Europeana and the envisaged digital social history resource. This large-scale implementation will be built on a web services infrastructure, as introduced above. The implementation will make use of existing (open source) technologies, software and services, namely those offered by the DRIVER and Europeana projects. The demand-supply chain and d2d concept is sketched in Figure-1.

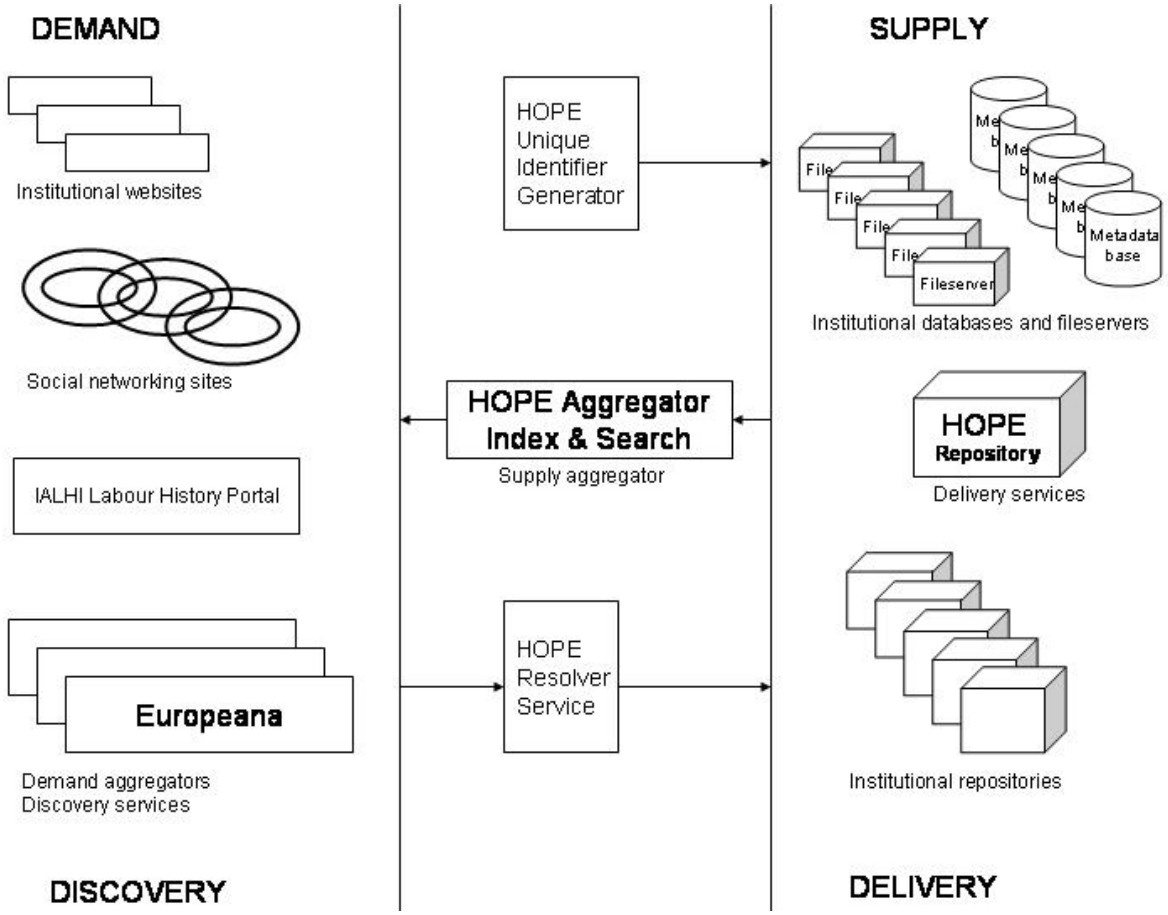


Figure-1: HOPE sketch of the demand-supply chain and d2d logistics

According to this sketch, the HOPE content providers (on the supply side) maintain metadata records and digital object files of the underlying content in local databases, fileservers and repositories. The metadata and preview/thumbnails and direct links to the object files are collected by the HOPE aggregator. The aggregator prepares different datasets for different demand aggregators (on the demand side), like Europeana, according to their profile. The selection criteria based on the content profile of Europeana will be agreed with the Europeana-office, but generally speaking these criteria will be based on coverage (Europe) and on material type (digital content). The HOPE Aggregator Service will also support indexing and search functions for the social history domain of the BPN, servicing the IALHI Labour History Portal and the individual websites of the participating institutions via APIs (eg. a search API). The content profile of the Labour History Portal is international of scope and is not restricted to digital collections only. The dataset supplied to the LH Portal will be much larger than the one supplied to Europeana, because it will also include the metadata records of non-digitised collections belonging to the HOPE participants. Digitised collections form a relatively small part of the whole labour history collection, therefore it is important for researchers in this domain to have a comprehensive search facility, that does not exclude analogue materials. The HOPE Best Practice effort will however be geared towards improving the use of digital collections, because it is in this area in particular that the HOPE participants need to build their infrastructure and expertise. The HOPE participants will make use of persistent identifiers and resolver services, in order to ensure access to all the digital content: the metadata records (including authority files) and the digital object files at item level. The institutional repositories and the HOPE repository (for those partners who do not have a local repository) offer digital assets management services (ingest, storage, administration, etc) and ensure digital content delivery services (downloads of high-resolution copies, handling of reproduction orders for research, for reuse in publications, for expositions, etc). As the number of digitised collections grows, these delivery services develop rapidly, making it necessary to set-up full-scale reproduction services.

To achieve this vision of an integrated demand-supply chain and d2d logistics model, it will not only be necessary to implement a large scale infrastructure, but the content providers will have to attain a common level of expertise and organisational capacity to make effective use of this infrastructure.

The proposed BPN approach will therefore be a combination of consensus building and awareness raising activities with the full scale deployment of metadata dissemination and digital content supply functions, leading to:

- *Accelerated adoption of standards and best practices* in digitization, metadata standardisation, web service delivery logistics, access and re-use of content.
- *Moving metadata (and preview/thumbnails with direct links to the object files) into Europeana*
- *Integrated access to all material types*, previously only available through dedicated library catalogues and archival finding aids
- *Implementing sustainable and scalable web-based locate/request/deliver services*, thereby ensuring that the digital content is seamlessly connected and available through demand aggregators such as Europeana.
- *Upgrading the existing Labour History Portal* (www.labourhistory.net) by use of web services.

The BPN will seek to adhere and to contribute to Europeana guidelines and solutions through the Europeana open source and community space, thereby improving the quality of the content, the metadata and the service.
Finally the BPN will engage the community of social history institutions through awareness-raising, best practice sharing, offering support and access to the project results and facilities to non-project partners.

Alignment with EC objectives
With its proposed actions the HOPE aligns with the general objectives of the ICT-PSP-2009 Work Programme in that it meets the need for more proactive policies and actions relating to the uptake of aggregator technologies and the exploitation of digital content.

The HOPE BPN brings together a network of social history institutions in Europe (who are already forming a cooperative network within IALHI) with the aim to make better use of existing technologies for improved exploitation of their individual collections and to create unprecedented opportunities for achieving synergies. The BPN will not devise new, specialized metadata schemes or develop new tools. It addresses proven technologies (such as aggregators, repositories, persistent identifier systems and resolving mechanisms) and implements proven standards (such as Dublin Core metadata set, Metadata Encoding and Transmission Standard, etc.) and software solutions that are available in the open source. By applying these technologies the BPN's goal is to realise an enabling infrastructure which could never have been achieved by any of the individual partner institutions, big or small, by itself. With this infrastructure ***the HOPE Consortium anticipates that it will be possible to deploy new services and business models for the exploitation of its collections, such as the large scale dissemination of content via discovery services (Europeana) and the provision of large scale delivery services via the HOPE repository.***

More specifically, HOPE aligns with Objective 2.2 of the European Digital Library ICT-PSP programme – i.e. *to increase the quantity of quality content available through Europeana.*
The BPN brings the archives, libraries and museums of social history institutions across Europe together, with a total number of digital collection items surpassing 3 million. Their collections contain vast amounts of personal papers and correspondence from historical figures (political thinkers, labour movement leaders, etc.) and archives from organisations (trade unions, political parties, emancipation movements, etc.). The types of material included are of a rich variety. There are large amounts of archives, books, periodicals, brochures, leaflets and pamphlets, visual documents such as posters, prints, cartoons and photographs, audiovisual and sound recordings, banners and paraphernalia. This rich diversity of material types is one of the major challenges to be tackled by the BPN and at the same time it represents its strongest selling point, in terms of aligning cross-sector methods and practices from the museums, archives and libraries.
The HOPE infrastructure will enable the BPN partners to bring this already digitised content into Europeana, via the supply aggregator of the HOPE Aggregator Service: This large-scale supply aggregator will:

- *collect the available metadata* and preview/thumbnails of and links to the digital objects
- *cleanse and harmonise the metadata* and return the clean metadata to the BPN partners
- *ensure interoperability with Europeana* and make use of the Europeana metadata ingest tools to move the metadata into Europeana.

HOPE will not only disseminate metadata and previews/thumbnails with direct links to the object files, it will also ensure access to the digital content by setting up a HOPE Content Repository Service for the BPN partners who are not able to set up and maintain a sustainable digital collection management facility for themselves, due to lack of expertise and technical resources. To date still many, if not most institutions are not capable to provide access to their digital collections, which are stored on offline storage devices, usually placed on the book shelves in the library and archive stacks. The proposed HOPE content repository provides secure storage, management and access services and ensures the transparent and straightforward navigation from the link in a metatadata record to the object file in the content repository.

B1.2 Contribution to the European Digital Library Initiative

Bringing in more content from different types of cultural organisations
In the past century a steadily growing number of private documentation centres, academic research centres, trade union federations, party organisations, and major university institutions, have collected the heritage of social and political movements emanating from the revolutions in Europe (1789, 1848, 1871 and 1917) and of the related emancipation movements, such as the labour movement, the feminist movement, environmentalism, pacifism, movements against colonialism and for equal rights for immigrants. In these movements, millions of Europeans were actively shaping the societies of the present, and contributing to emancipation, social freedom and improvement of quality of life. These movements were very often internationally orientated, with members spread over Europe and travelling from country to country. Many of the collections have been dispersed over the countries in

Europe as well, sometimes haphazardly, but more often because of wars and political persecution. Many collections had to be rescued from their country of origin, when the political situation on the spot became too threatening. ***The HOPE project, bringing together a core group of these social history institutions, will use present-day technology to compensate for this historical 'diaspora of the sources'. It will make the ties between all these different movements in all these different countries visible, re-assemble the scattered collections, and enable users to investigate the connections, differences and similarities.***

Work on interoperability

Through close liaison between the content providers, CNR-ISTI and the EDL Foundation, HOPE will be well positioned to ensure interoperability and shared solutions and technology. Europeana's support of metadata formats is currently still quite basic, but it plans to have mappings between encoding schemes such as EAD and METS and the Europeana Semantic Elements Schema for the short to medium term. The longer term work on a new data model which will hopefully enable to use the richness of the material better is not expected to be implemented as a scalable service until 2011. ***Europeana is therefore a moving target and close liaison will be crucial for the HOPE project***.

The ingestion of metadata from HOPE into Europeana is expected to be done on the model followed now by the Europeana group of projects. The test site EuropeanaLabs is being set up in the Europeana development and testing facility in Pisa (at CNR-ISTI) for content providing projects to ingest their metadata and make sure the ingest works and the metadata displays correctly via the Europeana Content Checker.

As Europeana is moving into Open Source and Community sharing practices, the opportunities for full alignment, compatibility and interoperable services will grow. The HOPE BPN will participate actively in the Europeana Community and make full use of existing best practices. All the work done within HOPE on standardisation (necessary for compatibility across formats) and on protocols (required for exchanging content), adhere to the W3C recommendations (XML, URI, etc.), international best practices and standards in the cultural heritage sector (MARC21, EAD, Dublin Core, METS, etc), open interoperability standards (OAI-PMH, SRU, etc.) and makes use of existing solutions (eg. persistent identifier schemes and the CNRI-Handle system for resolving persistent identifier). In areas of semantic interoperability, multi-linguality and cross-language searching, the BPN will re-use available multilingual resources and tools, e.g. those implemented in the context of the European Project MultiMatch. It will follow closely methods and technologies developed and supported within the Europeana community.

Improving the service

The HOPE BPN proposes to provide indiscriminate access to its social history resource through Europeana, thereby enriching the discovery experience of users. It will not only improve the Europeana service by increasing the quantity of quality content, but also by ensuring the quality of the supply process (metadata incl. the link to the digital object and preview/thumbnails to Europeana) and of the delivery process (access to the underlying content to the end user). the request/locate/deliver process is guaranteed, ensuring user satisfaction beyond the discovery phase in Europeana – thereby enhancing the total service experience of users.

B2. Impact

B2.1a. Target outcomes and expected impact

Outcomes

The target outcomes of the HOPE project are the following:

- The project achieves **the aggregation of existing digital cultural content to make it searchable and accessible through Europeana** (through digital content selection and gathering, metadata improvements and mappings; through the aggregator function between the individual content providers and the Europeana platform; etc.)
- **A social history metadata aggregator** that collects the available metadata and preview/thumbnails and links to the digital objects and ensures interoperability with the Europeana platform. The aggregator supplies this data to Europeana by use of the Europeana metadata ingest tools.
- **A social history content repository** for the BPN partners who are not able to set up and maintain a sustainable digital collection management facility for themselves, due to lack of expertise and technical resources. The shared repository provides basic storage, management and access services and ensures the transparent and straightforward location and delivery of digital content.
- **The upgraded Labour History Portal** by use of web services based on Europeana and DRIVER technologies (www.labourhistory.net).
- **Improved quality of the content, the metadata and the service delivery** through sharing best practices in digitization, metadata harmonisation, digital curation, web service delivery logistics (locate/request/deliver) and re-use of content. The BPN will seek to adhere and to contribute to Europeana guidelines and solutions through the Europeana open source and community space.
- **Engagement of the community of social history institutions** through awareness-raising, best practice sharing, offering support and access to the BPN-facilities and by taking new content providers on board as the project proceeds. The BPN reaches out to the European IALHI members who will follow and benefit from the HOPE best practices and large scale implementation.

Impact

1) *Higher quantity of quality content* available through Europeana: the BPN presents one of the main pillars of nineteenth and twentieth century history of Europe to the wide Europeana audience, thereby enhancing the quality of the historical experience and stimulating discovery in primary source materials never disclosed before on such a large scale.
2) *More visibility of Europe's social history heritage* and the richness of the collections will hopefully lead to improved acknowledgement of its importance as a resource for scientific research and as unique evidence of Europe's social past and identity;
3) *Improved access and discovery* to the digital collections will increase the awareness of the importance of digital curation and therefore the need for sustained investments in a robust infrastructure for service delivery. This will be helpful for the content providing institutions in their quest for national/local/regional financial support.
4) *Educational role.* Users will be exposed to more and better structured content that will enrich and deepen their knowledge of social history and adjacent domains (such as migration history) in the European context. The social history resource available through Europeana is based on the historiographical knowledge and expertise of the HOPE partners and is an authoritative and independent resource, by contrast to new commercial/technology driven sources such as Google Books.
5) *Enhanced access to primary sources* As European research is increasingly carried out online, where secondary sources and publications of questionable authenticity abound, the lack of verifiable primary sources affects the quality of research based on primary sources. HOPE will enable trusted institutions that keep the archives of private individuals and organisations in Europe, to make their primary material collections available on Internet. This will contribute

to a more diverse social history resource online and to the development of European digital scholarship in history, cross disciplinary humanities and social sciences.

6) *Sociopolitical relevance*. The maintenance of the memory of Europe's socio-political heritage will support the process of European integration, also at the cultural level.
7) *Access to information*. Democratic societies give a strong impetus to provide access to information, yet digital libraries and archives are considered fundamental instruments for countries in the process of the transition to democracy, in particular the post-communist societies that need to settle account with their past. Unhindered access to the records of complex socio-historical changes and movements will help the healing mechanism in societies of former repressive regimes.

It is clear that some of these impacts are difficult to bring about in a direct and explicit fashion (with concrete steps) because they are more or less indirect impacts. Some of these impacts are also more long-term impacts and will therefore be difficult to evaluate during or just after the project lifetime, which is only three years. However, some steps can be mentioned on how to bring about these impacts:

- Adherence to same solutions and best practices within the BPN
- Getting the co-operation and contributions from a critical mass of other IALHI members
- Awareness raising in the research and higher education community
- Awareness raising with the institutions funding the HOPE participants

European approach

There are several reasons why HOPE requires a European approach*:*

- The social history resource is not a local or a national resource. It is a thematic resource. The core of the resource is European heritage material and fits best in the Europeana context.
- The individuals and social movements that have entrusted their personal papers to the social history institutions in Europe operated themselves in a European context and on a European level. This is best illustrated by the 1848 Communist Manifesto, the first draft of which there only remains one handwritten page, kept at the KNAW-IISG in Amsterdam. "*A spectre is haunting Europe: the spectre of Communism"*: thus begins Marx's Manifesto. The original preface announced the English, French, Italian, Flemish, and Danish translation to be forthcoming. During the February revolutionary events on the continent the pamphlet was distributed clandestinely throughout Europe. It is clear that the heritage of these social movements belongs to Europe.
- Lasting European citizenship and European identity are to be connected to general values, rights and duties that are no longer exclusively national in nature. Studying interconnected digital resources on social history and human rights will contribute to innovative (academic) debates on the theory of European integration and supra-national curriculum development.
- Social history researchers increasingly address trans-national research questions. Increasingly collaborative research in social sciences history cuts across traditional disciplinary boundaries and aims at comparative and trans-national research.

Barriers and Risks

The achievement of the above mentioned impacts rests on a few assumptions, such as:

- That best practices have matured and are relatively easily applied
- That open source movement will continue to grow in Europe, making it easier for heritage institutions to invest in shared and sustainable technical solutions
- That the digitisation effort (and funds!) will continue at a steady rate

The main barriers to achieve the impacts are:

- Language/communication: the HOPE partners all speak different European languages and the lingua franca is not necessarily English (this issue needs to be addressed by WP6 translations /dissemination and WP7 internal communication)
- Different levels of expertise in the BPN (to be addressed by WP2: best practices)

- Different levels of institutional capacities and available resources (small and big institutions)
- Unbalanced geographical representation of partners (Eastern and Central Europe under-represented)

HOPE is an ambitious BPN project, hence there are risks involved. The foreseeable risk factors are the following:

1. *Copyright issues* are clearly a potential risk, always present in the domain of digital information made available through the Internet. This is particularly true for content of which the IPR owners cannot be traced back. A practice that is followed by many heritage institutions is to provide online access to such material, until the owner formally claims his right. This practice brings some risks to the institutions, but they consider it necessary in view of their mission to provide access to their collections. This practice needs to be evaluated during work package 1 about IPR issues and best practices.
2. *The capability of all BPN participants to adopt and adhere to the agreed standards and best practices and to apply these during the local implementation phase of the project*. Some partners are evidently institutions with little technical capacity and know how, but for all partners it holds true that HOPE challenges them to attain a high level of technical expertise within two to three years and to be able to apply it in practice as well. This means that the participants will need to follow a steep learning curve. The effort to achieve significant progress and sufficient skills to start with the local implementations may require more time for some participants.
3. *Developing a feasible business model for sustaining the social history resource and the HOPE large-scale implementation on the long-term* at both institutional and IALHI levels. Risks should be considered seriously, from the start of the project, in order to find suitable solutions.

Table A: Risk assessment and management table

Risk	Analysis	Assessment	Management
Copyright issues *Unknown copyright ownership which is hard and time consuming to trace back.*	From experience this is mainly an issue with image and sound materials. The partners currently publish together with the metadata also the previews (low-res scans) of images. The preview is seen as complementary to the description ("an image says more words than a description") and considered *as* metadata. But even publishing previews of copyrighted images is an infringement of copyright. Therefore there is a particular risk if the metadata of images and sound is disseminated even more widely, through Europeana and social sites. This practice is	A preliminary inventory based on Table0 shows that approximately **30%** of the total content listed in the table concerns images and sound materials of which the copyrights status is unknown. Most of the material is historical and dates from the end of the 19th century and beginning of the 20th century. It is very probable that much of this material is out-of-copyright, but it cannot be determined for sure.	As part of WP3 a task and has been defined for clearing IPR and each content provider has allocated effort for this task. If copyright holders claim their rights during the project lifetime, partners will be able to devise the most adequate solution (again based on best practices) to cope with this situation.

	challenging copyrightholders.		
Capability to adopt best practices *Inexperience and steep learning curve might affect the capacity of partners to adopt best practices*	The content providers in the HOPE Consortium have little experience with sharing best practices and with working together in a tight scheduled project. The language barrier is very prominent and makes cooperation more difficult.	The commitment of the partners is strong and is best illustrated by the tenacity shown during the project proposal and negotiation stages.	The work plan allocates much effort in sharing best practices (WP1 and WP2) and in guidance during the local implementation stage. WP3-leader has a travel budget for making site visits to assess the situation on the spot. Through the WP3 progress reporting , the project management is well informed and can act quite swiftly if needed.
Sustainability after the project duration	A lot of money and effort and time is invested in this project for creating a shared infrastructure for the participants. The investment not only concerns adoption of best practices, but also the purchase, deployment and maintenance of an ICT infrastructure. These investments will be lost if, after the project duration, there is no plan for the continuity of the HOPE services and cooperation.	The Consortium is well-aware of the sustainability risks. It is in no one's interest to discontinue the cooperative effort started with HOPE. This cooperation is strengthened and supported by the long-standing IALHI collaborative network.	A specific task in which all partners are involved has been defined to tackle this issue from the start of the project (T7.5): Business management. Part of this task is to make a market analysis as a starting point for developing the business plan of the HOPE infrastructure. The IALHI network will dedicate all its future conferences and meetings to ensure the continuity of HOPE.

B.2.1b. Underlying content

i) Content

A first inventory of the metadata and underlying content to be contributed to the project during the first three years has been made and reaches over ***850.000 records referring to textual and audiovisual objects in digital formats***. The metadata available is rich (MARC-21, EAD and Dublin Core). The actual content will be accessible and retrievable at item level via guaranteed locate and delivery services.

The digital content, listed extensively in Table 0, consists of collections brought together by highly specialized institutions in the field of social and labour history. Within their holdings, they have generally selected for digitization the collections they know to be the most important, the most relevant for research, the most interesting for a broad public, the most used and requested, and/or the most fragile. In other words the digital collections have been heavily selected on the basis of stringent prioritisation imposed by the scarce availability of digitisation funds. The digitized collections of each institution may be called a core selection, made by subject specialists, taking account of the needs and requests of each institution's user community and the collection policy requirements to select

collections that are representative, coherent and inclusive. ***Instead of devising new selection criteria for HOPE, the Consortium has decided to offer a 'collection of core collections'. This collection of digital content will be referred to as the "social history resource".*** This resource can be characterised as follows:

- Date range from the late 18th century to the present.
- Most European countries are represented; the collections come from institutions in eleven different countries, and many of these institutions collected material from outside their country as well. KNAW-IISG and BDIC (represented through UPIP) for instance bring in extensive and important collections from Spain and Eastern Europe. Other institutions, such as FMS, will deliver collections relating to the former colonies of their country, which will make another important aspect of Europe's history visible.
- Material types: archives, books, brochures, leaflets, pamphlets, newspapers, magazines, posters, prints, cartoons, photographs, audio, video, objects and paraphernalia. Social movements have traditionally been 'multimedia publishers', and can hardly be understood without taking the more 'ephemeral' sources into account. Accepting this, the institutions in the IALHI framework have traditionally been very active in collecting these ephemeral sources.
- Primary and secondary sources: the social history resource includes both primary sources, such as evidently most of the archives, and the interpretations of these primary sources (also known as secondary sources), either contemporary (eg in newspapers and magazines) or from a later period (eg in scientific studies); either sympathetic (from within the social movement) or antagonistic. This will enable Europeana users to follow and investigate the process of interpretation and reinterpretation of historical events for themselves – until now the prerogative of the professional historian.

The social history resource is remarkably coherent in many ways. It covers the 'extended family' of social and political movements emanating from the revolutions in Europe, starting with the French Revolution (1789). In the shape of political parties, trade unions, NGO's and action committees, or just as loose groups of concerned individuals, these movements centred around some basic issues:

- *Labour, labour relations and labour conditions*. The dignity of labour and the emancipation of the 'working class' have been central issues to European history in the 19th and 20th century. Starting with the struggle for reasonable wages and decent working conditions, the labour movement developed into an important partner in the shaping of present societies.
- *Civil liberties*. Freedom of speech, association, political conviction and other matters were fought for in many countries and by many social movements. These liberties have become central to the European identity, and are debated as hotly nowadays as they have been for centuries. Some of the movements represented in the social history resource made crucial contributions to achieving these liberties. Others became case studies of repression, once they gained power, and generated counter-movements that are represented within the resource as well.
- *Equal rights*. The ideal that the law should be the same for all, and that each individual should have the same rights and opportunities, has been aimed at in many forms. Rich and poor, man and woman, white and non-white, native and immigrant, are just a few of the many opposites that social and political movements tried to resolve – and still do.

To shape the social history resource with a joint vision, the project proposes to formulate a policy framework for building and managing the resource into the future. Expert feed-back from professional historians will be used to fine-tune the policy framework.

Furthermore, acknowledging the fact that not all discovery services have the same target groups or the same content profile, ***HOPE proposes to develop content supply profiles, based on selection criteria to be applied to each discovery service through which the social history resource is made available***:

1) *Europeana*. From the wide supply range of collections made available by the HOPE partners, the finding aids to the digitised content will be selected for Europeana.
2) *Labour History Portal*. Here, not-yet-digitised collections and collections from non-European institutions will be included.

3) *Social networking sites* (eg Flickr for images, YouTube for video). (Parts of) collections will be uploaded to social sites, to be used and enriched by communities of users.

ii) IPR issues

IPR issues of the underlying content that is to be made available (input)

The HOPE BPN has selected digitised content of which the IPR status belongs to the following categories:

1. public domain
2. the content provider is IPR owner
3. IPR-owner has agreed not to exert rights
4. Name or whereabouts of IPR-owner unknown
5. under negotiation

Most of the content falls under the first three categories and do not pose a problem.
In the other cases either the IPR is still under negotiation of the IPR status will be cleared according to Best Practice defined in WP 1 of the HOPE project.
As stated above (under Risks) the content of which the IPR owners cannot be traced back pose a difficult dilemma for which the institutions usually opt for a pragmatical solution. A practice that is followed by many heritage institutions in such cases is to provide online access to such material, until the owner formally claims his right. This practice brings some risks to the institutions, but they consider it necessary in view of their mission to provide access to their collections. This practice needs to be evaluated during work package 1 about IPR issues and best practices.
The IPR issues in HOPE BPN need to be viewed in a broader debate within European institutions. The 2008 Green Paper on Copyright in the Knowledge Economy raised a series of questions, in particular on whether legislation is necessary at European level to address orphan works and on how to tackle the cross-border aspects involved. Monitoring these debates and legislation initiatives at a European level requires special attention.
Respecting the privacy rights of individuals is most important with archival material. In particular for the more recent material, this is an issue. Although the proposed input content does not fall under this category, it cannot be neglected, in view of the continued development of the social history resource online. For the material with access restrictions, due to copyright or privacy, access management will need to be tackled at the level of the local repositories, and/or the proposed shared HOPE repository. The repository systems will need to support and enforce access restrictions there were necessary. Therefore the project will develop requirements for IPR aware repository systems and implement these in the HOPE repository.

IPR issues related to the project outcome including IPR clearing methods for content and tools (output)

The BPN as a consortium and its members will agree in the Consortium agreement on making any public output of the project available as open source software (tools and software) and open access content (reports, deliverables). Appropriate licensing models will be applied (EUPL, Creative Commons, etc).

iii) Multilingual and/or multicultural aspects

For the HOPE project multilingual/multicultural aspects are very important, because of the truly European nature of the social history resource and because the target group for use of this resource is the European citizen. The approach adopted follows the basic project philosophy: not to develop or devise new technologies and solutions, but to adhere to best practices and to use existing tools and methods.
There are three different levels at which the multilingual/multicultural aspects can be addressed:

1. *User Interface level:* this is the level of the discovery services, like Europeana, the Labour History Portal, the social networking sites and the institutional websites. Basically, HOPE is not concerned with this level which is outside the scope of the HOPE infrastructure (except for the Labour History Portal).
2. *Metadata level*: in the work programme, two different strands of activity address the relevant issues. The best practices activity agrees on a same approach concerning descriptions in

different languages, transcriptions and standardisation of the use of language schemes. The implementation activity invests specific effort in "coding" the local metadata according to the agreed schemes (enrichment/harmonisation). The Aggregator services will implement cross-language searching by re-using available multilingual resources and tools developed in the context of the European Project MultiMatch. The MultiMatch translation resources are based on the WorldLingo machine translation system augmented with domain-specific dictionary resources gathered automatically from the WWW. Partner CNR-ISTI will construct translation lexicons and apply them for query translation in multilingual metadata search (see: Jones, Gareth J.F. and Zhang, Ying and Newman, Eamonn and Fantino, Fabio and Debole, Franca (2007) *Multilingual search for cultural heritage archives via combining multiple translation resources.* In: LaTeCH 2007 - ACL Workshop on Language Technology for Cultural Heritage Data, 28 June 2007, Prague, Czech Republic. http://doras.dcu.ie/445/).

3. *Domain knowledge representation level* (ontologies/thesauri/controlled vocabularies): the best practices activity will investigate the feasibility of sharing/harmonising authorities for names of persons and organisations, historical events, geographical places and historical periods. The existing controlled vocabulary of historical occupations (HISCO) might be useful as well. The HOPE Infrastructure will need to rely on authority files that serve to uniquely identify above mentioned entities across the entire HOPE Information Space. Establishing such a set of highly reliable authority files requires computer-assisted matching procedures for which suitable software tools need to be integrated in the HOPE service. It is worth mentioning that the social history resource which is made available through the HOPE infrastructure is very interesting for carrying out experiments in this area, as it represents a well-defined content domain. The KNAW-IISG is currently involved in an ICT-research project with the University of Tilburg (CATCH project HITIME) which aims to create an open source toolkit for historical text mining. Through mining the domain semantics from digital text sources, a historical web of entities (such as names of persons, organisations, events, occupations, etc.) could be developing and would create interesting synergies. It should be stressed however that the HOPE project limits itself to applying existing best practices, not to develop new ones. The project will not invest resources in research activities in the framework of this project, but liaison between Hitime, Europeana and CNR-ISTI will be encouraged and might lead to interesting practical implementation opportunities.

The HOPE project is a clear and strong opportunity to enhance multicultural aspects of Europeana. The heritage of the people's Europe comprises content on ideas, actions and movements of people on several cultural and linguistic levels, both on a geographical and a social scale. It includes the heritage of decolonisation and third world development movements, thereby highlighting the voices of people all over the world, as they were confronted with and often challenged Europe's values and institutions. Amongst other examples HOPE will also deliver the heritage of social movements dealing with refugee aid or fighting for equal rights for migrants.

Table 0: Underlying content

According to the inventory of the underlying digital content (see table 0) **881.225 IPR-free metadata records** will be made available through Eurpeana in the coming three years by the HOPE partners. These objects consist of multiple content objects and encompass **over 3 million textual and audiovisual files** in digital formats. The available metadata are rich (MARC-21, EAD and Dublin Core).

Definitions and quantity measures
The underlying content is the set of digital collections made available by the HOPE Consortium through Europeana. It consists of collection **objects**, such as books, periodicals, archives, photographs, audio-visual recordings, etc. These objects may be digitized or born-digital, we therefore speak of **digital objects**.
There is however a counting problem with the unit of a digital object. As we explain below it is not possible to count the number of digital content objects that will be made available through Europeana. As an alternative we provide two other measures to quantify the underlying content: metadata records and associated files.

The column 'Metadata Records' lists the minimum number of **metadata records** to be delivered to Europeana. These records have a one-to-one relationship with the objects they identify and describe. They also provide the **link to the corresponding digital object** (a resolvable URI). This may be a link to a single digital file representing that object (a photograph) and it may also be a link to a "jump-off page", an intermediate location where the different parts of a compound digital object (a newspaper) are made available for browsing.

In the analogue world, the minimum unit of description is the handling unit of the physical material arrangement: books, journal issues and archive boxes. These units are usually composed of numerous smaller content units of finer granularity (chapters, articles and individual private papers, such as letters, meeting minutes, etc.). Cultural institutions have followed different description policies, some describing the content units separately; others only describing the coarser physical material arrangement units. This also holds true for the description policies and practices of the HOPE partners. It is therefore not possible to count all the available content objects, at the same level of granularity.

Through digitisation the new handling units are the **digital files**. The number of **digital files** is usually much larger than the number of digital objects, because one object can consist of many files (a digitised book of 300 pages is a digital object that can consist of at least 300 files). The number of files and their size are measures that are relatively easy to collect because digital file storage systems provide such overviews. To indicate the much larger number of files associated with the objects accessible through Europeana, we have used the column 'Associated files'. This column lists the number of files (individual images, pages, audio files, etc.) associated with the digital objects identified by the metadata records listed in the corresponding column, on the same row. These files are not delivered to Europeana, they are accessible via the link in the metadata record to the digital object. The files are stored and managed by the content providers.

The **preview/thumbnails,** which are delivered to Europeana together with the metadata records, are usually produced on the basis of the digital files. The minimum number of preview/thumbnails is the same as the minimum number of metadata records listed in the table.

The **IPR** recorded in this table (see column IPR) refer to the IPR of the digital objects identified by the metadata records and this information is an indicator of the accessibility of the digital objects. The IPR of the metadata records are not listed in the table, because the HOPE partners are the IPR-owners of all the metadata records listed.

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional comments**
AMSAB-ISG	Image	27.570	27.570	TIFF 300 dpi colour and JPEG 75 dpi colour	Name or whereabouts of IPR-owner unknown / IPR-owner AMSAB-ISG	Online at AMSAB-ISG website (1.943 visitors / month overall)	Spectrum (Dutch), Item level	Dutch, French	Visual collection: photographs, posters, flags, etc.
AMSAB-ISG	Text	1.700	1.700	PDF b/w lzw compression of 300 dpi TIFF	Name or whereabouts of IPR-owner unknown	Online at AMSAB-ISG website (1.943 visitors / month overall)	Dublin Core (Dutch, French), Item level	Dutch, French	Archival documents (meeting reports) 1883 - 1940 (1.700 inv.nrs., 17.800 pages)
AMSAB-ISG	Text	4.800	4.800	PDF b/w lzw compression of 300 dpi TIFF, OCR embedded	IPR-owner has agreed not to exert rights	Online at AMSAB-ISG website (1.943 visitors / month overall)	Dublin Core (Dutch), Series level	Dutch, French	Archival documents (meeting reports) 1944 - 1997 (4.800 inv.nrs., 57.100 pages)
AMSAB-ISG	Text	17.000	17.000	PDF b/w lzw compression of 300 dpi TIFF, OCR embedded	Name or whereabouts of IPR-owner unknown	Online 2010	Dublin Core (Dutch), Series level	Dutch	Socialist party daily newspaper (17.000 issues, 150.000 pages)
AMSAB-ISG	Text	11.510	11.510	PDF b/w lzw compression of 300 dpi TIFF, OCR embedded	Name or whereabouts of IPR-owner unknown	Online at AMSAB-ISG website (1.943 visitors / month overall)	Dublin Core (Dutch), Series level	Dutch, French	Trade union periodicals 1860 – 1956 (11.510 issues, 94.000 pages)
AMSAB-ISG	Text	1.480	1.480	PDF b/w lzw compression of 300 dpi TIFF	IPR-owner has agreed not to exert rights	Online at AMSAB-ISG website (1.943 visitors / month overall)	Dublin Core (Dutch), Series level	French	Trade union periodicals 1961 – 1992 (1.480 issues, 30.000 pages)
AMSAB-ISG	Text	300	300	PDF b/w lzw compression of 300 dpi TIFF, OCR embedded or digital	IPR-owner AMSAB-ISG	Online at AMSAB-ISG website (1.943 visitors / month overall)	ISBD (Dutch), Item level	Dutch, French, English	AMSAB-ISG editions 1996 – 2008 (300 issues, 30.000 pages)

				born					
AMSAB-ISG	Video	500	500	MPEG	IPR-owner has agreed not to exert rights	Online 2010	Spectrum (Dutch), Item level	Dutch	Social history movies, 1926-2002 (165 hours)
AMSAB-ISG	Image	20.000	20.000	TIFF 300 dpi colour and JPEG 75 dpi colour	IPR-owner has agreed not to exert rights	Online 2010 - 2012	Dublin Core (Dutch), item level	Dutch, French	Pictures from newspaper archive (1978 – 2000)

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional Comments**
CGIL	Text	408	368	PDF multipage	Public domain	Online	EAD-XML	Italian	CGIL Executive bodies' minutes (1944-1959), 5.634 pages
CGIL	Image	25.000	25.000	TIFF 300 dpi b/w and JPEG 72 dpi b/w	IPR owner CGIL	Online. Available for public access by 2010	EAD-XML	Italian	CGIL Photo Archive (1945-1980)
CGIL	Text	1.230	1.131	PDF multipage	Public domain	Metadata online, digital items available by mid 2010	EAD-XML	Italian	CGIL Executive bodies' minutes (1960-1986), 17.500 pages. Metadata online, digitisation in progress
CGIL	Text	4.058	4.057	PDF multipage	Public domain	Metadata online, digital items available by mid 2010	EAD-XML	Italian	CGIL Bureau's circular letters (1944-1986) 12.500 pages. Metadata online, digitisation in progress
CGIL	Text	925	925	PDF multipage	Public domain	Metadata available, digital items available by mid 2010	MODS-XML	Italian	CGIL Library brochures (1945-1975), 20.000 pages. Metadata available, digitisation in progress

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional comments**
UPIP (BDIC)	Image	1.170	1.170	200 dpi colour TIFF, JPEG	Public domain	Online in archive and images catalog *	ISBD (NBM)	French	Posters Commune de Paris (ca. 1871)
UPIP (BDIC)	Text	250	5.673	300 dpi colour TIFF, JPEG	Public domain	Online in archive and images catalog *	EAD XML available end 2009	French	Archives : Académie de Lille, survey held in the 1920s on the First World War (250 inv.nrs., 5.673 pages)
UPIP (BDIC)	Text	9	855	300 dpi colour TIFF, JPEG	Public domain	Online in archive and images catalog *	EAD XML coming soon	French	Archives: revision of the 'Bonnet Rouge' trial, 1928 (9 inv.nrs., 855 pages)
UPIP (BDIC)	Text	53	1.100	300 dpi b/w TIFF, JPEG	Public domain	Online in archive and images catalog *	EAD XML available end 2009	French	Preparatory texts Convention de Genève (HCR) (53 inv.nrs., 1.100 pages)
UPIP (BDIC)	Text Image	4	192	300 dpi greyscale TIFF, JPEG	Public domain	Online in archive and images catalog *	EAD XML coming soon	Russian	Archives : Victor Bulin, Russian emigrant (4 inv.nrs., 192 pages)
UPIP (BDIC)	Text	509	19.844	300 dpi greyscale TIFF, JPEG	Public domain or IPR-owner unknown	Online in archive and images catalog *	EAD XML coming soon	French English German	Jules Prudhommeaux collection of brochures and pamphlets on pacifism (1887-1938)
UPIP (BDIC)	Text	11	2.587	300 dpi colour TIFF, JPEG	Public domain	Online in archive and images catalog *	EAD XML coming soon	French	Archives : correspondence Union Nationale des Etudiants de France (1940-1945) (11 inv.nrs., 2.587 pages)
UPIP (BDIC)	Text	102	9.571	300 dpi, colour or greyscale TIFF, JPEG	Public domain	Online in archive and images catalog *	ISBD OAI coming soon	French	Serial : 'Journaux de tranchées' (1914-1918) (102 issues, 9.571 pages)

UPIP (BDIC)	Text	49	52.056	300 dpi colour or greyscale TIFF, JPEG, PDF	IPR-owner unknown	Online in archive and images catalog *	ISBD	Spanish French	49 Serial publications : Spanish immigration (52.056 pages) OCR
UPIP (BDIC)	Image	145	145	300 dpi greyscale TIFF, JPEG	IPR-owner unknown	Online in archive and images catalog *	ISBD (NBM)	Russian	Photographs of the Gulag by Ablamski (1953-1956)
UPIP (BDIC)	Image	220	220	300 dpi greyscale TIFF, JPEG	IPR-owner has agreed not to exert rights	Online in archive and images catalog *	ISBD (NBM)	French	Photographs of the Spanish Civil War by Ersler
UPIP (BDIC)	Image	2.534	2.534	300 dpi greyscale TIFF, JPEG	IPR owner BDIC	Online in archive and images catalog *	ISBD (NBM)	French	Photographs by Elie Kagan, manifestations Algeria, mai 1968
UPIP (BDIC)	Text	2	123	300 dpi colour TIFF, JPEG	IPR-owner has agreed not to exert rights	Online in archive and images catalog *	EAD XML coming soon	Spanish	Notebooks of Antonio Blanca, Spanish Republican, interned in France
UPIP (BDIC)	Text	58	30.000	300 dpi colour or greyscale TIFF, JPEG, PDF OCR	Public domain or IPR-owner unknown	Online in archive and images catalog *	ISBD	Spanish French	58 Serial publications : Spanish immigration (second collection) (30.000 pages)
UPIP (BDIC)	text	18	554	300 dpi colour TIFF, JPEG	Public domain	Online in archive and images catalog *	EAD XML	Russian	Archives : Association Russe pour la Société des Nations (1920-1922) (18 inv.nrs., 544 pages)
UPIP (BDIC)	text	16	509	300 dpi colour TIFF, JPEG	Public domain	Online in archive and images catalog *	EAD XML	Russian	Archives : Société (Association) des étudiants russes de Paris (1908-1911) (16 inv.nrs., 509 pages)

*) http://flora.u-paris10.fr:8082/flora/jsp/index.jsp; 14.003 registered visits in 2008

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional comments**
Génériques	Image	611	611	JPEG 72 dpi colour	IPR-owner unknown; Génériques	Online at http://www.odysseo.org	EAD-XML	Multilingual *	Poster collection Migration in France, 1960 onwards, part 1.
Génériques	Image	1.575	1.575	JPEG 300 dpi colour	IPR-owner unknown; Génériques	Online at http://www.odysseo.org	EAD-XML	Multilingual *	Poster collection Migration in France, part 2.
Génériques	Image	1.118	1.118	JPEG 150 dpi TIFF 300 dpi colour	IPR-owner unknown; Génériques	Online (mid 2010)	EAD-XML	Multilingual *	Poster collection Migration in France, part 3.
Génériques	Text Image	917	917	- JPEG 150 dpi - TIFF 300 dpi - txt for OCR - PDF combining OCR et images - greyscale and colour	IPR-owner unknown; Génériques	Online (mid 2010)	EAD-XML	French, Arabic, Portuguese	Newspapers of migrants in France, 1960-2000 (14.896 pages).
Génériques	Text Image	913	913	- JPEG 150 dpi - TIFF 300 dpi - txt for OCR - PDF combining OCR et images - greyscale and colour	IPR-owner unknown; Génériques	Online (end of 2010)	EAD-XML	French, Arabic, Portuguese	Newspapers of migrants in France, 1960-2000 (13.370 pages). In progress.

Génériques	Text	189	1.423	- JPEG 150 dpi - TIFF 300 dpi greyscale	Génériques	Online available (end of 2010)	EAD-XML	French, Arabic, Spanish, English	Books of songs of "French-arabic Music-hall", 1940-1980 (1.423 pages). In progress.
Génériques	Images	1	60	- JPEG 150 dpi - TIFF 300 dpi greyscale and colour	Génériques	Online available (end of 2010)	EAD-XML		Photographs of Arabic artists in France (1940-1980). In progress.

*) languages : German, English, Arab, Spanish, French, Greek, Italian, Portuguese, Russian, Turkish, Dutch, Kurdish, Polish, Catalan, Chinese, Tamil, Berber, Corsican, Danish, Norwegian, Armenian, Hindi, Farsi, Romanian, Thai, Yiddish

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional comments**
UPIP (MSH Dijon/Centre Georges Chevrier)	Text	127	19.000	PDF 300 DPI greyscale	Under negotiation*	In house only	(in progress)	French	*Cahiers de l'Institut Maurice Thorez, Cahiers d'histoire* 1966-2001 (127 issues, 19.000 pages)
UPIP (MSH Dijon/Centre Georges Chevrier)	Text	61	3.000	PDF 300 dpi greyscale	Under negotiation*	In house only	(in progress)	French	Revue *Société française* 1981-1998 (61 issues, 3.000 pages)
UPIP (MSH Dijon/Centre Georges Chevrier)	Text	40	5.000	TIFF 300 dpi	Under negotiation*	In house only	(in progress)	French	Publications by Marx and Engels (40 volumes, 5.000 pages)

UPIP (MSH Dijon/Centre Georges Chevrier)	Text	1.700	80.000	35.000 x JPEG 300 dpi 45.000 x PDF with embedded OCR	Under negotiation*	In house only	(in progress)	French	Brochures Bibliothèque Marxiste de Paris (1.700 volumes, 80.000 pages)

*) IPR statuses will be cleared according to Best Practice defined in WP 1 of the HOPE project

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional comments**
FES (archive)	Text	6.564	182.017	TIFF 75 dpi colour, OCR	Different IPR-owners *	Online**	yes***	Most German, other European languages	Leaflets 1790 – 2007, most of them SPD (18.2017 pages)
FES (archive)	Image	47.683	47.683	JPEG 75 dpi colour	Different IPR-owners *	Online**	yes***	Most German, other European languages	Posters 1848 – 2005, most of them SPD or labour-union
FES (archive)	Image	127.402	127.402	TIFF 75 dpi colour and b/w	Different IPR-owners *	Online**	yes***	German	Photographs 1850 – 2000, most of them personal photographs, historical collections
FES (archive)	Image	159	159	TIFF 75 dpi colour	Different IPR-owners *	Online (2010)	yes***	German	Banners, from 1832 onwards
FES (archive)	Image	630	630	TIFF 75 dpi colour	Different IPR-owners *	Online	yes***	German	Postcards, 1848 – 2004
FES (archive)	Text	1	257	PDF	IPR-owner FES	Online**	yes***	German	1864 – 1867 Allgemeiner Deutscher Arbeiterverein (ADAV)
FES (archive)	Image	873	873	TIFF 75 dpi colour	Different IPR-owners *	Online**	Yes***	German	Stickers 1897 – 2006, different sources, most

									SPD

*) Name or whereabouts of IPR-owner unknown, or IPR-owner has agreed not to exert rights.
**) At FES-Archive Web Server: 4.011.723 hits in the past 12 months
***) The FES archive is able to convert Metadata in the following formats (and eventually in other formats): XML; MAB2; Delimited,CSV; CSV_mit_Feldnamen; XML_KALLIOPE; XML_DTD; HTML; IPTC_Bild; XML_Findbuch. The level of granularity of the available metadata records is very fine and goes as far as to describe almost each individual item, and also covers the TIFF, PDF and JPEG images.

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional comments / Name**
FES (library)	Image Text	151	343	300 dpi b/w, PDF, HTML	FES	Online**	Year, issue	German	Periodical: *Sozialistische Mitteilungen*: News for German Socialists in England (1939-1948), 151 issues
FES (library)	Image	988	988	300 dpi b/w, PDF	FES	Online**	Year, issue, author	German	Periodical: *Sozial-demokratischer Pressedienst* (1928 – 1933), 988 issues, 29.622 pages
FES (library)	Image	63.104	101.068	400 dpi b/w, PDF, TIFF	FES	Online**	yes***	German	Periodical: *Sozial-demokratischer Pressedienst* (1946-1995), 431 issues 50.673 articles
FES (library)	Image	83	578	300 dpi greyscale, PDF, JPEG	FES	Online**	Year, date, place	German	Congress reports, Sozial-demokratischen Parteitage (1890-1959)
FES (library)	Image	5.153	43.500	GIF, PDF	FES	Online**	yes***	German	Periodical: *Sozialistische*

									Monatshefte (1897 - 1933), 650 issues 4.503 articles
FES (library)	Image	25.510	52.880	400 dpi b/w, TIFF	FES	Online**	yes***	German	Press releases SPD (1958-1998), 25.510 issues, 52.880 pages
FES (library)	Image	360	360	PDF	IPR-owner unknown*	Online**	yes***	German, English French	Sources on the development of the Socialist International (1907-1919)
FES (library)	Image	1.383	27.264	300 dpi b/w, PDF, TIFF	FES	Online**	yes***	German	Programmatic documents and statutes
FES (library)	Image Text	405	405	GIF, PDF, HTML	FES	Online**	year, issue	German	Monatsberichte über die Entwicklung in Polen (1955 - 1965)
FES (library)	Image	1.436	7.372	300 dpi b/w, PDF, TIFF	FES	Online**	yes***	German	Periodical: *Die Arbeit* (1924 - 1933), 105 issues, 1.331 articles
FES (library)	Image	2.630	5.487	300 dpi b/w, PDF, TIFF	IPR-owner (AWO) has agreed not to exert rights	Online**	yes***	German	Periodical: *Arbeiterwohlfahrt* (1926-1933), 166 issues, 2.464 articles
FES (library)	Image	570	570	PDF	IPR-owner unknown*	Online**	yes***	German	Collection: *Arbeitersport*
FES (library)	Image Text	95	95	PDF HTML	IPR-owner unknown*	Online**	Year, issue	German English	Publications of the Internationale Sozialistische Kampfbund (ISK), 3 serials, 95 issues
FES (library)	Image	1.834	1.834	PDF	FES / IPR-owner unknown*	Online**	yes***	various	'FES-Netz-Quelle' History and politics

FES (library)	Text	213	213	HTML	FES	Online**	yes***	German	Biographical dictionary of the ÖTV and its precursors
FES (library)	Image Text	4.833	7.180	PDF	IPR-owner has agreed not to exert rights	Online**	yes***	German	Periodical: *Gewerkschaftliche Monatshefte*
FES (library)	Image Text	7.218	35.519	300 dpi greyscale, HTML, JPEG, PDF, OCR	FES	Online**	yes***	German	Periodical: *Archiv für Sozialgeschichte* (AFS), 7.218 articles, 34.489 pages
FES (library)	Text Image	6.000	12.330	Various quality, PDF, HTML	FES	Online**	yes***	various	Digital Library of the Friedrich-Ebert-Stiftung
FES (library)	Image	381	381	150 dpi b/w, PDF	IPR-owner has agreed not to exert rights	Online**	Year, issue	German	Periodicals of 'Die Naturfreunde', 381 issues
FES (library)	Image	3.205	2.246	300 dpi b/w PDF, TIFF	IPR-owner unknown*	Online**	yes***	German	Periodical: *Der Funke* (1932-1933), 305 issues, 2.900 articles
FES (library)	Text	5.412	5.412	HTML	FES / IPR-owner has agreed not to exert rights	Online**	No Metadata	German	Chronik der deutschen Sozialdemokratie
FES (library)	Image	4.963	61.351	300 dpi b/w TIFF	IPR-owner unknown*	Online**	yes***	German	Periodical: *Neue Zeit* (1883-1923)
FES (library)	Image	8.619	49.493	300 dpi b/w PDF, TIFF	FES / IPR-owner has agreed not to exert rights	Online**	yes***	German	Periodical: *Neue Gesellschaft-Frankfurter Hefte,* 541 issues, 8.078 articles
FES (library)	Image	1.825	6.459	100 dpi greyscale PDF, TIFF	IPR-owner unknown*	Online**	yes***	German	Periodical: *Berliner Frauenzeitung Courage* (1976-1984), 110 issues,

									1.715 articles
FES (library)	Image	50.000	383.000	600 dpi b/w TIFF	IPR-owner unknown*	In process, online in 2010	Year, issue	German	40 Trade union newspapers before 1933, 50.000 issues, 383.000 pages
FES (library)	Image	48	48	PDF	IPR-owner unknown*	Online**	Author, title, year, etc.	German	Portal Breslauer Arbeiterbewegung, 48 books and articles
FES (library)		4.500	30.000	300 dpi b/w, PDF, TIFF	IPR-owner unknown*	Digitization in progress (2010-2011)	Year, issue	German	Newspaper: Volkswacht für Schlesien und Posen (1919-1933)

*) Name or whereabouts of IPR-owner unknown, or IPR-owner has agreed not to exert rights.
**) At FES-Library Web Server: 34.329.335 hits in the past 12 months
***) The library is able to convert metadata to ISBD; MARC; Dublin Core; MARC-XML; MAB, and eventually in other formats. The level of granularity of the available metadata records is very fine and goes as far as to describe almost each individual journal article but does not extend to the level of the individual TIFF, GIF and JPEG images, which are the source for generating in advance or on the fly the referred documents.

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional Comments**
FMS	Images and audio	198	16.600	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour, audio WAV 16bits 44.100Khz and MP3	License FMS	In house available	ISBD	Portuguese	Historical and Political Science books, catalogues and academic conferences (16.500 pages; 100 audio files)
FMS	Images	4.200	36.700	JPEG 72 dpi b/w and colour	License FMS	Online/In house available	Thematic Database	Portuguese	FMS Photo Archive
FMS	Images, photos	3.600	38.100	TIFF 300 dpi b/w and colour, JPEG	License FMS	Online/In house available	Thematic Database	Portuguese	African Independence

	and audio			72 dpi b/w and colour, audio WAV 16bits 44.100Khz and MP3					Movements (36.500 pages of archival material; 1.500 photos; 10 audio files)
FMS	Images and photos	1.700	10.000	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour	License FMS	Online/In house and CD-ROM available	Thematic Database	Portuguese	Students Movements archives and photographs (1945-1974)
FMS	Images and photos	900	5.000	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour	License FMS	Online/In house and CD-ROM available	Thematic Database	Portuguese	Portuguese Socialist Party archives
FMS	Images and photos	2.000	8.500	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour	License FMS	Digital items available by 2010 and CD-ROM available	Thematic Database	Portuguese	Cultural and political opposition against dictatorship (7.000 pages of archival material, 1.500 photos)
FMS	Images	300	1.000	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour	License FMS	In house available	Thematic Database	Portuguese	Personal archives on support of prisoners of concentration camps (1939-1944)
FMS	Image	5.000	30.000	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour	License FMS	Online/In house available	Thematic Database	Portuguese	Political opposition against Portuguese dictatorship, archives
FMS	Images and photos	10.700	45.000	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour	License FMS	In house available	Thematic Database	Portuguese	Republican Movement archives and photos (1897-1926)
FMS	Images and photos	2.500	10.000	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and	License FMS	Digital items available by 2010	Thematic Database	Portuguese	Labour Movement archives, after 1974

				colour					
FMS	Images	54	2.301	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour	License FMS	Online/In house available	Thematic Database	Portuguese	Cultural and Political magazine from the catholic opposition movement (1963-1970)
FMS	Images	56	8.252	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour	License FMS	Online/In house available	Thematic Database	Portuguese	Cultural and Political magazine from left wing opposition movement (1969-1977)
FMS	Images	384	1.123	TIFF 300 dpi b/w and colour, JPEG 72 dpi b/w and colour	License FMS	Online/In house available	Thematic Database	Portuguese	Personal archive of a Portuguese Republican politician on Versailles Conference and exile

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional Comments**
KNAW-IISG	Image	3.270	155.864	TIFF 300 dpi b/w and colour JPEG 72 dpi b/w and colour	Public Domain	Digital items available, online end 2010	EAD-XML	Multilingual	Archives Aksel'rod, Bakunin, Bernstein, Owenite Societies, Kiesvereniging Burgerplicht; parts of archives KNAW-IISG and Centrale,
KNAW-IISG	Text Image	22	4.136	TIFF 300 dpi colour JPEG 72 dpi colour	Public Domain	Digital items available, online end 2010	MARC21	French, German	Publications Fédération jurassienne

				OCR					
KNAW-IISG	Image	1.000	1.700	TIFF 300 dpi colour JPEG 72 dpi colour	Public Domain	Digital items available, online end 2010	MARC21	French	Image collection Descaves - Commune de Paris
KNAW-IISG	Image	95.000	95.000	JPEG 72 dpi b/w and colour 30% of collection: TIFF 300 dpi b/w and colour	Public Domain; IPR-owner unknown* ; IPR-owner KNAW-IISG	Online at search.iisg.nl, 199.175 visits in the past 12 months	MARC21	Multilingual	Image and Sound collection; social movements 19th – 20th century photos and posters
KNAW-IISG	Audio Video Film	200	200	audio: WAV video/film: AVI uncompressed	Public Domain; IPR-owner unknown* ; IPR-owner KNAW-IISG	Online (digitization in progress, 2009-2010)	MARC21	Multilingual	Social movements 20th century; interviews, recordings of meetings, public lectures, music, etc. (100 hours audio, 50 hours video, 10 hours film)
KNAW-IISG	Text	1.022	40.000	TIFF 300 dpi b/w and colour JPEG 72 dpi b/w and colour	Public domain	Digital items available, online end 2010	EAD-XML	Dutch	Ferdinand Domela Nieuwenhuis Archive, 1794-1919
KNAW-IISG	Text Images	200	6.000	TIFF 300 dpi colour JPEG 72 dpi colour	Public domain	Online at www.geheugenvannederland.nl, no statistics available	MARC21 EAD-XML	Dutch	The Dutch Labour Movement until 1918: brochure collection
KNAW-IISG	Images	5.700	5.700	TIFF 300 dpi colour JPEG 72 dpi colour	Public domain	Online at www.geheugenvannederland.nl, no statistics available	MARC21 EAD-XML	Dutch	The Dutch Labour Movement until 1918: image collection
KNAW-IISG	Images	1.900	1.900	TIFF 300 dpi b/w JPEG 72 dpi b/w	IPR-owner KNAW-IISG	Online at www.geheugenvannederland.nl (no statistics available)	MARC21	Dutch	Algemeen Hollands Fotopersbureau, 1945-1969

KNAW-IISG	Text	1.528	22.000	PDF 300 dpi	IPR-owner KNAW-IISG Agreement with publisher to provide open access to issues older than 5 years.	Online at publishers website, on paid subscription basis (no statistics available).	XML	English	International Review of Social History 1956-2009
KNAW-IISG	Image	5.000	5.000	TIFF 300 dpi colour JPEG 72 dpi colour	Public Domain; IPR-owner unknown*	Online (digitization in progress, 2009-2010)	MARC21	Dutch, English	Posters Paradiso and Melkweg, Amsterdam, 1970-1995
KNAW-IISG	Image	25.000	25.000	TIFF 300 dpi colour JPEG 72 dpi colour	Public Domain; IPR-owner unknown*	Online (digitization in progress, 2010-2011)	MARC21	Dutch	Posters Dutch political and social movements, 1890-1995

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current Use**	**Existing Metadata**	**Language**	**Additional Comments**
KEE/OSA	Video	646	646	MPEG-2 (plus MPEG-4, JPEG screenshots)	IPR-owner has agreed not to exert rights	Off-line, online publishing in progress, 268 items catalogued at present	can be exported in Dublin Core or METS	Russian with English metadata	HU OSA 300-81-9 Video Recordings of Moscow Television Program; 1985-1994. Perestroika, Glasnost-Period, ca 2.000 hours (5 TB)

KEE/OSA	Text and image	16.000	128.000	TIFF 400 dpi greyscale, PDF, OCR	IPR-owner has agreed not to exert rights	In progress, 50 % ready, to be published online in 2010-2011	can be exported in Dublin Core or METS	English, Bosnian, Serbian	Office of the High Representative in Bosnia and Herzegovina (OHR), Human Rights collection (ca 1 million pages, 0,5 TB)
KEE/OSA	Text, Audio	8.220	41.200	TIFF 400 dpi greyscale, PDF, WAV	IPR-owner partly OSA	50% online at present	can be exported in Dublin Core or METS	English	HU OSA 59, Records the UN Special Committee on the case of Hungary, 1956, and the international reception of the Revolution (ca. 2 TB)
KEE/OSA	Text	31.000	174.000	TIFF 400 dpi greyscale, PDF, text	IPR-owner OSA	Public online, 4.000-5.000 hits/month	can be exported in Dublin Core or METS	English	HU OSA 300-8-3 RFE/RL RI: Publications Department: Background Reports, Comparative Studies on various subjects on the Eastern Bloc from 1956-1989 (1,2 TB)
KEE/OSA	Text	212	66.000	TIFF 400 dpi greyscale	IPR-owner has agreed not to exert rights	Public online from 2010	can be exported in Dublin Core or METS	English	HU OSA 300-8-47 RFE/RL RI: Situation Reports, Comparative Studies on the Eastern Bloc from 1956 to 1989 (450 GB)

KEE/OSA	Film slides	248	18.000	JPEG	Public Domain	Public online, http://www.diafilmmuzeum.hu/gyujtemeny.html, 10.000 hits/month	can be exported in Dublin Core or METS	Hungarian	Virtual Museum of Film slides, Propaganda and educational films from 1957 to 1990
KEE/OSA	Video	66	66	AVI video files 720*576	Public Domain from 2011	3 min. previews public online, 5.000 hits/month	can be exported in Dublin Core or METS	Hungarian, English subtitles	HU OSA 358 Records of the Civil Defense Alliance (ABC "paranoia" Video Archive), 1961-1975 (300 GB)
KEE/OSA	Text	365	17.000	TIFF 400 dpi greyscale, PDF	IPR-owner has agreed not to exert rights	Public Online 3.000-5.000 hits/month	can be exported in Dublin Core or METS	English	1956 Digital Archive: CURPH 1956 Refugees Interviews from 1957-1958 (200 GB)
KEE/OSA	Text	349	29.236	TIFF 400 dpi greyscale, PDF and text	IPR-owner OSA	OCR in process, 40% ready	can be exported in Dublin Core or METS	Hungarian	300-40-8 RFE-RL RI: Media Monitoring of Hungarian Radios , 1989
KEE/OSA	Text	39	1.500	TIFF 400 dpi greyscale, PDF (OCRd), RTF, Microsoft Word Document, TXT	IPR-owner has agreed not to exert rights	Public online, 3.000-5.000 hits/month	can be exported in Dublin Core or METS	Hungarian	338-0-3 Transcripts of Public Opinion Survey/Viewers Calls, 1989-1990 (200 MB)
KEE/OSA	Text and image	138	2.443	PDF (OCRd), JPEG 150 dpi 24-bit color	IPR-owner OSA	OSA Holdings	Yes	English, Bosnian	HU OSA 386-2 Records of the Physicians for Human Rights' Bosnia Projects: Forensic Assistance Project, 1997-1999 (500 MB)

KEE/OSA	Text	289	1.280	TIFF 400 dpi greyscale	IPR-owner OSA	OSA Holdings	Yes	English, German, Serbian, etc.	HU OSA 102-2-1 Supplementary Grant Program for Students from the Former Yugoslavia (3.9 GB)
KEE/OSA	Text	68.500	225.000	TIFF 400 dpi greyscale	IPR-owner OSA	OSA Holdings, digitization in progress (2010-2012)	yes	English and other European languages	HU OSA 300-1-2 Evaluation Information Items from Radio Free Europe/Radio Liberty Research Institute

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & Quality**	**IPR**	**Current use**	**Existing Metadata**	**Language**	**Additional Comments**
SSA	Image	18.857	18.857	TIFF 300dpi	IPR-owner SSA (name or whereabouts of IPR-owner partly unknown)	available at institute's premises, 8.519 registered visitors per year	Dublin Core	German	Social issues and social movements in Switzerland, photographs
SSA	Image	5.549	5.549	TIFF 300dpi	IPR-owner SSA (name or whereabouts of IPR-owner partly unknown)	available at institute's premises, 8.519 registered visitors per year	Dublin Core	German	Political propaganda (posters, postcards, flyers, objects)
SSA	Video	70	70	AVI	IPR-owner SSA (name or whereabouts of IPR-owner partly unknown)	available at institute's premises, 8.519 registered visitors per year	Dublin Core	German	Films about various social movements (50 hours)

SSA	Video	150	150	AVI	IPR-owner has agreed not to exert rights	available at institute's premises, 8.519 registered visitors per year	MARC 21	German	Collections "Stadt in Bewegung", "SOVAZ", "Da und Fort": youth movement, migration topics (80 hours)
SSA	Film	30	30	MiniDV	IPR-owner has agreed not to exert rights	available at institute's premises, 8.519 registered visitors per year	Dublin Core	German	Swiss trade union films: political propaganda and self manifestation (20 hours)
SSA	Audio	10	10	WAVE	IPR-owner SSA	available at institute's premises, 8.519 registered visitors per year	MARC21	German	Collection "Voll-versammlungen": youth movement (10 hours)
SSA	Audio	350	350	WAVE	IPR-owner SSA	available at institute's premises, 8.519 registered visitors per year	Dublin Core	German	Records of trade union sessions (metalworkers, transport workers, food) (100 hours)

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & quality**	**IPR**	**Current use**	**Existing metadata**	**Language**	**Additional comments**
TA	Image	20.000	20.000	JPG, 72 dpi, colour & greyscale JPEG, high, 300 dpi, colour & greyscale TIFF, no compression, 600dpi, colour & greyscale	Public domain; IPR-owner unknown; IPR-owner TA.*	Intranet Current users: 175 (2008)	Metadata exists (Dublin Core export functionalities)	Finnish	Posters and photographs Finnish labour movement (parties, trade unions, related organizations), ca 1880 onwards

TA	Video / film	200	200	MPEG-4 (avi)	IPR-owner TA/ Labour Heritage; IPR-owner unknown and thus to be used in the archive premises only.*	In the archive premises, digitalization in progress (finished late 2010)	Metadata exists (Dublin Core export functionalities under construction)	Finnish	Trade Union movement, SDP's organisations, sociopolitical films, newsreels, commercials etc. (ca. 130 hours, 87 GB)
TA	Sound	2.227	2.227	mp3, FLAC (Free Lossles Audio Codec)	IPR-owner TA/ Labour Heritage; IPR-owner unknown and thus to be used in the archive premises only.*	Not yet in public use, digitalization in progress (finished late 2010)	Metadata exists (Dublin Core export functionalities)	Finnish	Oral history, topics of interviews or memoirs: personal history, labour movement 1880-1918, civil war, depression years, war time 1939-1945, trade union movement, general srtike 1956, adult education etc. (ca. 2.500 hours Size: 78 Gb)
TA	Text	8.500	130.000	TIFF, no compression, 300 dpi or JPG2000 PDF/A	IPR-owner TA; Public domain	Not yet in public use, digitalization in progress (finished late 2010)	Dublin Core export functionalities under construction	Finnish	Minutes of Social Democratic Party's executive organs, minutes of various trade unions, 1918 Civil War collection, 1905 general Strike collection, oral history etc. (ca. 8.500 inv. nrs., ca. 130.000 pages, ca. 2.3 TB)

*) IPR issues are investigated and cleared in Finnish National Digital Library project.

Quantity and Quality of the Content									
Provider	**Type**	**Metadata Records**	**Associated Files**	**Format & quality**	**IPR**	**Current use**	**Existing metadata**	**Language**	**Additional comments**
VGA	Image	9.616	9.616	JPEG 150 DPI	Public Domain, VGA or photographer*	Online available http://www.onb.ac.at	Proprietary format, with XML export	German	AZ-Fotoarchiv (1900-1990)
VGA	Image	5.000	5.000	TIFF 300 dpi rgb	Public Domain, VGA or photographer*	In house only	Proprietary format, with XML export	German	AZ-Fotoarchiv (1900-1990)
VGA	Text	1	365	JPEG 400 DPI rgb	Public Domain	In house only	Year, date, page	German	*Arbeiterzeitung* (1895), 365 pages (Frakturschrift)
VGA	Text	5	1.042	TIFF 300 DPI rgb	Public Domain	In house only	Year, date, page	German	*Glühlichter, Neue Glühlichter* (1889-1896), 1.042 pages (Frakturschrift)
VGA	Text	35	3.882	PDF 300 DPI rgb, OCR	VGA	Online at www.vga.at	Title, year, date, page	German	Sozialdemokratische Parteitage (1892-1945), 3.882 pages
VGA	Film	5	5	Flash video (.flv)	VGA	Online at www.vga.at	Title, year	German	Films 1 May, SPÖ, elections, Karl Seitz (1930-1952)

*) IPR statuses will be cleared according to IPR Best Practice defined in WP1 of the HOPE project

Total number of metadata records describing digital objects and files associated to the digital objects

	Metadata records	Associated files
AMSAB-ISG	84.860	84.860
CGIL	31.621	31.481
UPIP (BDIC)	5.150	127.133
Génériques	5.324	6.617
UPIP (MSH Dijon)	1.928	107.000
FES (arch.)	183.312	359.021
FES (lib.)	200.919	836.376
FMS	31.592	212.576
KNAW-IISG	139.842	362.500
KEE/OSA	126.072	704.371
SSA	25.016	25.016
TA	30.927	152.427
VGA	14.662	19.910
Grand total	**881.225**	**3.029.288**

For some of the objects and associated files listed above the IPR have not been cleared and the content providers are intending to clear the rights in the framework of this project (WP1) or of another project. It concerns approx. 40.061 objects. In a worst case scenario, if all these objects do not get cleared, HOPE will deliver ca 841.164 metadata records to Europeana with links to objects consisting of approx. 2.885.185 associated files.

Some of the objects and associated files listed above are from ongoing projects - projects that have not finished yet. All these projects have actually started and are funded. No future digitization proposals or plans are listed here. Digitization within the listed ongoing projects will mostly be complete by 2010, in a few cases by 2011 or 2012. In the extreme and extremely theoretical worst case scenario that no objects or associated files will result from these projects, and that not a single other digitization project will be incorporated to compensate, this project will deliver ca. 730.888 metadata records to Europeana with links to objects consisting of approx. 2.483.698 associated files.

B2.2. Long term viability

The International Association of Labour History Institutions (IALHI) is the ideal structure to assure the continuity of the HOPE project results, after the end of the project and of the Community funding. IALHI is a network with a strong membership of very long life and solid institutions, with an international audience. All the content providers of the HOPE Consortium belong to this Association.

IALHI was founded in 1970 and one of its main objectives is, as it has been written in its statutes (Point 1): "to foster closer co-operation between the institutions". IALHI has 90 European member institutions and some 20 non-European members (libraries, archives, museums, research and documentation centres). The association already works as a knowledge and expert network and a collaborative effort. It holds a yearly conference. It's coordination committee holds a meeting twice a year and plan its works. IALHI has a specific budget (coming from its members fees), used to pay for missions and travels. Its financial situation is perfectly sane and offers no risk at all.
IALHI also organizes thematic conferences, answering to its members needs. The most recent one, entitled "For an international concerted policy of labour history archives digitisation", was organized on February 14th in Paris. The members confirmed their expectations about coordination of digitisation policies and initiated the HOPE project.
The IALHI umbrella organisation offers a stable framework for joint member activities and is the proposed organisational platform for sustainability and continuity management of the results of the HOPE project. IALHI has agreed to organise the execution of the HOPE Exploitation Plan to be delivered by WP7, at the end of the 3-year project.

The business case and exploitation plan
The business case describes the vision of the demand-supply chain and d2d logistics organization in which the large-scale implemetation will be deployed. It is the basis for the exploitation plan (WP7 deliverable) which outlines the organisation, the process, roles and responsibilities, the costs and finance model. The plan also includes information on the success factors and performance indicators (see WP7) and financial forecasts for the exploitation stage (after the project duration).

Legal aspects
The exploitation plan will investigate the need to make IALHI a legal entity in order to assure the necessary activities for the maintenance of the project results.

Maintenance and service costs
The HOPE results will consist of:

- the agreed standards and best practices
- an implementers community communicating via an e-collaboratory with support functions
- a services infrastructure,
- a shared repository
- and portal facilities.

The exploitation plan will indicate the maintenance and service costs (hosting of servers and applications; storage and backup; software maintenance, support and helpdesk) and formulate provisions to assure that these costs will be covered in the future, after the project lifetime.
To this end a cost recovery model will be devised.

Paid services scenarios
One of the possible exploitation scenarios is the development of paid delivery services connected to the shared repository. As the repository grows and contains increasing volumes of culturally, scientifically and educationally interesting collection items, paid services could be asked for print-on-demand orders, high quality reproductions for expositions, illustrations in publications, etc. Micro-payments for purchasing reproductions via a web shop of social history are another scenario which might be interesting to elaborate. A suitable pricing policy will be devised.
Property of data and related financial issues are obviously key aspects to be defined before any service deployment.

Operational model
To effectuate the Exploitation Plan an IALHI steering committee will be composed with the Consortium members, and will work in close liaison with the coordination committee (most members of both committees will be the same). The steering committee will take charge of implementing the organisational model, including the budgeting and fee raising aspects, and charging fees to participants.
Three main actors are foreseen for the service organisation:

1. general service manager
2. data providers
3. IT maintenance and updating

This organisational framework will be tested during the latter part of the project.

Enlarging the network and the service
The steering committee will be in charge of propagating the work methods, standards and tools created by HOPE and to propose the use of the HOPE infrastructure and services to all members of IALHI. An important part of the annual IALHI conferences will be devoted to workshops on the continuation and consolidation of the HOPE initiative, and spreading the HOPE best practices.

B.2.3. Wider deployment and use

The project duration of three years is needed to invest critical effort in dissemination and awareness-raising activities across Europe and to ensure the wide array of scattered collections is covered appropriately and made more useful for European citizens and professionals.
The dissemination plan will detail the strategies to enrol new content providers and to reach the target user communities.
The activities include:

- *Attracting additional IALHI members* to provide content and to benefit from the BPN during and after the lifetime of the project; All partners have an important role in awareness-raising and recruiting new IALHI content providers within their region (number of IALHI members per region given in brackets): Scandinavia (11), Benelux (10), Eastern Europe (2), France (13), Germany and Austria (12), Italy (14), Spain and Portugal (7), UK (15), Switzerland (5). For Eastern Europe special effort will be put in recruiting new members, because this region is under-represented in IALHI. The project duration of three years is needed to invest critical effort in these networking and outreach activities across Europe and to ensure the wide array of scattered collections is covered appropriately.

- *Engaging the user community*, in particular the research community, to provide feed-back and participate in the development of the social history digital resource. This effort will contribute to enhance the quality of the digital resource, as historians have an in depth knowledge of the collections available at the social science institutes.

- *Promoting the new social history resource*, by developing targeted promotional strategies. One strategy will be targeted at the Europeana user community, in collaboration with the Europeana office. Another will be targeted at the research community and centred on the Labour History Portal. Finally a strategy will be devised for a web2.0 presence of the social history resource on social sites, such as Flickr, You Tube, etc. Examples such as the National Library of Australia on Flickr: The Commons will be useful to devise a successful strategy.

Table B. The target user community of the results of HOPE.

Target user description	Needs	Involvement & Role	Country coverage
1.1) Europeana users	Direct online access to more digital social history sources via Europeana	In collaboration with Europeana office and EDLnet research on user requirements, users of Europeana will be identified to form a user group and to provide input for the use cases.	EU member states
1.2) Labour History Collection Centres (Members of IALHI)	To adopt best practices on interoperability and trusted repositories; To promote the collections; To exploit opportunities for populating discovery services with metadata and thereby expand the reach of the collections; To collaborate with sister institutions to contextualize the scattered resources.	Through regional presentation workshops new content providers will be involved in the BPN HOPE.	EU member states
1.3) Labour History Portal users	Availability of the most comprehensive and complete online resource on labour history; Clear and unambiguous search and navigation through the collections; Reliability of the source information; Support of multi-linguality Differentiated delivery services; Professional helpdesk	The HOPE content providers will involve their own user communities to form a HOPE user group and to provide input for the use cases.	Countries of the HOPE Consortium.
1.4)Researchers (e.g. historians, socal scientists, etc.)	As above	As above. Researchers will also be involved through presentations at conferences and their feedback will be used as input for the content polici framework.	EU member states, global
1.5) users of social sites (e.g. Flickr, You Tube)	Reliable and meaningful information and interesting images; minimal time to aggregate information from different sources	Hobby historians, social history users on social sites European citizens Users of social sites will be identified and involved to form a HOPE user group and to provide input for the use cases.	EU member states; global

1.6) European citizens "the informed citizen"	As above (see 1.1)	As above (see 1.1)	As above (see 1.1)
1.7 Cultural sector (Archives, Libraries, Museums)	Best practice sharing for digitization, metadata, harmonization, multi-linguality, digital curation, web services and d2d logistics, implementation of open source solutions.	Targeted through dissemination activities, in particular: - IALHI members (see 1.2) - Europeana family of projects	EU member states

Profiles of the target user groups will be made and users fitting the profile will be identified to assist work on the use cases and for the user acceptance testing.
The main target groups are: 1) Europeana users; 2) users of the LabourHistory.net Portal and 3) social sites users.

The HOPE project will liaise closely with Europeana and the Europeana family of projects and other colleague institutions from the cultural heritage sector, to share best practices.
To this end a special task in which the WP-leaders of the Consortium have allocated effort has been defined as part of the consensus building activity (WP2). This task is an ongoing task throughout the project duration and concerns all liaison activities with Europeana related developments and participation in the Europeana Community for sharing practices. Through this task the WP-leaders and EDLF will exploit the opportunities for full alignment, compatibility and integrated services between HOPE and Europeana. They will do this by joining European cluster groups that are relevant for knowledge exchange and efficiency in the areas of technical development, IPR, aggregation, and communication for example. In addition, HOPE will identify ways of working together with projects such as APENET (on archive-specific questions), with Europeana Local and Athena for repositories and aggregation issues, with BHL-Europe on the specifics of aggregating and presenting scientific content, Europeana v1.0-WP1 for legal issues and the European Film Gateway and EU Screen on film and audio. WP-leaders will make full use of the expertise available in this community in areas of IPR issues, semantic interoperability and multi-linguality (WG 3.2 Semantic and Multilingual Aspects). Europeana Connect-WP1 and its work in the area of multilinguality can be shared with HOPE, as can other experiences with the other Europeana family of projects.

The IALHI platform will be the main dissemination and awareness-raising platform for the BPN.

- *Dissemination of project results* will be done through the appropriate channels:
  - To reach the IALHI community dissemination will take place at IALHI annual conferences and on the IALHI website, using the IALHI news feed.
  - To inform and exchange information with the colleague institutions: archives, libraries and museums, dissemination will take place at the national level (e.g. nationally based thematic portals such as the German Clio-online) and targeted presentations at international conferences.
  - Dissemination through Europeana channels will target other BPN in ICT PSP 2.2 projects in particular and eContentPlus, PSP-projects and other relevant EU-projects in general.
  - To reach the research community, the traditional brochure and presentations in conference proceedings are still very effective. The social history conferences in the coming three years will be the main target (2 ESSHC conferences and 3 IALHI conferences)
  - Regular conferences of professional associations in the heritage sector: ICA, IFLA, CESSDA, etc.
  - To reach other potentially interested groups, another approach will be followed using Web 2.0 channels and social networks. Targeting: informal learners, citizens, youth, etc.

Table C. Dissemination activities

Timing	Dissemination Activity	Audience	Purpose	Key Message
M2 onwards	Web site	All audiences	Inform interested parties	Bringing information of the HOPE project online
M6 onwards	Letters	Members of IALHI	Information about the project and motivation for participation	News about HOPE; vision of the project
M18 onwards	Events and conferences	Scientists, partner network, IALHI members	Information, call for participation and networking	Vision of the project, explaining features
M12 onwards	Publications	Scientific communities	Inform wide readership about the project and promotion of the project and its results	News about achievements of the project in Europeana
M4	Dissemination plan	Consortium	Planning of dissemination	Organization of promotional activities
M6	Action Plan for enrolling new content providers	Consortium and EC		Clear organization and value of dissemination
M6 -36	Presentations and papers	Conference participants	Promotion the project and its results	Promotional information about HOPE in Europeana
M24	Participation	Scientists	Win scientists for testing HOPE	Improvement of Europeana / HOPE participation

B3. Implementation

B3.1. Consortium and key personnel

The Consortium
In order to carry out the planned activities and achieve project objectives, a well-balanced Consortium of fourteen partners from eleven different European countries has been formed, including small, medium sized and larger institutions, each with the following complementary competences and roles:

- Twelve partners are ***content providers*** and all of them are social and labour history institutions affiliated to the International Association of Labour History Institutions (IALHI – www.ialhi.org), founded in 1970 to foster closer co-operation in its domain.

- One partner, UPIP in France, is a research institute of social history. In HOPE it represents two major French content providing organisations: Bibliothèque de documentation internationale contemporaine (BDIC) and Fondation Maison des sciences de l'homme (MSH).

- All the content providing partners fulfil an important role in awareness-raising and recruiting new content providers across Europe. The ***dissemination partner*** FES is responsible for coordinating these activities. FES will raise awareness within IALHI, optimize the chances of uptake of the BPN approach and results by sister-institutions and strengthen sustainability by inclusion of new content providers.

- The ***technology partner*** CNR-ISTI is a leading player in the field, with strong connections to relevant European projects, in particular DRIVER and Europeana. CNR-ISTI will set-up the necessary services infrastructures for the demand-supply chain, connecting Europeana and the social history aggregator.

- The strategic partnership with the ***EDL Foundation*** will ensure liaison and concertation with Europeana developments and create synergies in best practice areas such as content harmonisation, multi-linguality, multi-culturality and semantic interoperability, thereby enhancing the quality of content discovery.

- The ***Co-ordinator*** KNAW-IISG is one of the world's largest documentary and research institutions in the field of social history and will act as content provider and technology partner as well. The KNAW-IISG will set-up the shared repository for delivery services and ensure the d2d logistics.

The Schweizerisches Sozialarchiv (SSA) from Switzerland is aware that it is not eligible for Community funding, but wishes to participate and to contribute as a partner to the BPN.

Table D – The BPN Consortium

Beneficiary short name	**Beneficiary organisation name**	**Country**	**Roles**
KNAW-IISG	Koninklijke Nederlandse Akademie van Wetenschappen – Internationaal Instituut voor Sociale Geschiedenis	Netherlands	Co-ordinating partner; Content Provider; Social History Expert, Technology Provider
Amsab-ISG	Amsab-Instituut voor Sociale Geschiedenis	Belgium	Content provider; Social History Expert; Dissemination Partner
CGIL	Confederazione Generale Italiana del Lavoro	Italy	Content provider; Social History Expert; Dissemination Partner
FES	Friedrich-Ebert-Stiftung - Archiv und Bibliothek der sozialen Demokratie	Germany	Content provider; Social History Expert; Dissemination Partner
FMS	Fundação Mário Soares - Arquivo & Biblioteca	Portugal	Content provider; Social History Expert; Dissemination Partner
SSA	Schweizerisches Sozialarchiv	Switzerland	Content provider; Social History Expert; Dissemination Partner
TA	Työväen Arkisto	Finland	Content provider; Social History Expert; Dissemination Partner
VGA	Verein für Geschichte der Arbeiterbewegung	Austria	Content provider; Social History Expert; Dissemination Partner

KEE/OSA	Nyílt Társadalom Archívum / Közép Európai Egyetem – Open Society Archives at Central European University	Hungary	Content provider; Social History Expert; Dissemination Partner
CNR-ISTI	Consiglio Nazionale delle Ricerche - Istituto di Scienza e Tecnologie dell'Informazione	Italy	Technology Provider
EDLF	Stichting European Digital Library	Netherlands	Concertation
UPIP	Université Paris I Panthéon-Sorbonne	France	Content provider (incl. 2 extra content providers); Social History Expert; Dissemination Partner
GENERI	Génériques	France	Content provider; Social History Expert; Dissemination Partner

Below each participant presents itself: the content providers giving an overview of their collections, all partners underlining their special expertise area and their role in the project, and finally introducing the key persons who will be involved in the project.

Presentation of the individual beneficiaries

1. The International Institute of Social History (KNAW-IISG)

The International Institute of Social History was founded in 1935. The institute is well-known worldwide for its rich and extensive collections on national and international social movements (the international labour movement in particular). It has a very successful socio-economic history research department with a wide network of research groups around the world. Since 1979, the Institute operates under the umbrella of the Royal Netherlands Academy of Arts and Sciences (KNAW).
The KNAW-IISG is the place to go when researching into the history of labour and social movements as well as economic history. It holds more than 1 million printed volumes and over 3000 archival collections, among them the personal papers of Marx and Engels, the personal collection of Max Nettlau who was known as the 'Herodotus of Anarchy' and the collection of Lucien Descaves on the Paris Commune, to name just a few. The institute holds more than 1 million audio-visual items, including one of the largest poster collections in Europe. But also for researching migration history or the European integration history it might be useful to see what the KNAW-IISG has (e.g. it holds the private papers of Sicco Mansholt, the former vice-president of the Commission of the European Economic Community).

In the past decade the institute has been developing a digital infrastructure to support the management of its growing digital collections and to facilitate e-research. This infrastructure is managed by a staff of 10 technical experts.
The following digital development projects are carried out by the institute and considered of strategic importance:

- Trusted Digital content repository. Digital files from private archives, scientific datasets and digitized collections (text and audiovisual material) are stored in a secure and managed repository for long term access.
- Search platform. Search and discovery services for aggregated data collections in the field of social and economic history.
- Collaboratory platform for historical research. Collecting, sharing and enriching datasets for research in an international collaborative environment (Data hubs for Global History).
- Content Mashup platform. Web services platform for small and large scale interactive collection presentations.

These projects are carried out by cross-departmental teams of multi-disciplinary composition. The teams are working internationally, follow ICT trends and are focused on practical and hands-on implementation.

KNAW-IISG plays a pivotal role in this project. It is the project coordinator, WP leader of two work packages (WP7 project management and WP5 HOPE digital content repository), it provides a substantial collection of digital content, an infrastructure for shared services, it hosts the Labour History Portal and the e-collaboratory platform for project management.

Key persons:

Titia van der Werf (project coordinator) is Director of Collections and Services at the KNAW-IISG. She has policy, research and service development experience, mostly in the area of networked information and digital preservation. She has extensive experience with the EU FPs for Digital Libraries, both as project coordinator and reviewer of projects. Titia will act as the Coordinator of the project.

Marien van der Heijden is collection specialist in social history and project manager of digital development projects at the KNAW-IISG. Since 1996, he has been involved in scores of the KNAW-IISG's digitization projects, web exhibitions and web database projects. Marien is a long-standing member of the IALHI steering committee, currently acting as treasurer.

Jack Hofman is a professional archivist and heads the Archival department at the KNAW-IISG. He is responsible for raising funds and managing large scale digitisation and archival indexing projects, such as the inventories of the Greenpeace International Records and the Max Nettlau papers.

Afelonne Doek is senior information analyst and involved in all the digital development projects currently running at the KNAW-IISG. She has extensive experience with library and archival description standards and formats and with metadata indexing and search systems.

Mario Mieldijk is a professional IT systems and network administrator and heads the department of systems development and management at the KNAW-IISG. He manages the planning and production stages of digital development projects. Mario will lead WP5.

Amsab-Institute of Social History (AMSAB-ISG)

AMSAB-ISG was created in 1980 as an independent research and collection institution in the field of social history and the history of social movements, building upon the heritage of the National Institute of Social History, created in 1937 but destroyed during the war. Since 1985 the institute is legally recognised and financially supported by the Flemish Community.
The collection of AMSAB-ISG consists of more than 7 km of archival documents, 100.000 publications, 6000 periodicals, 50.000 museum objects (posters, flags, sculptures, video etc.) and 400.000 pictures. AMSAB-ISG regularly carries out research projects in collaboration with universities, and is one of the major editors of historical publications in Belgium.
Since 1999 AMSAB-ISG has been working on digitisation projects. Apart from a number of digital born archives, its digital collection now includes, amongst others, the minutes of the council meetings of the Belgian Socialist Party and the Belgian Socialist Trade Union, two socialist newspapers, and more than 50.000 digitised images of people's movements and the daily life of working people. This digital content is made accessible to the public through an online catalogue (opac.amsab.be) and a digital library (digital.amsab.be). This infrastructure is managed by a staff of 3 technical experts.
AMSAB-ISG has pioneered in setting up online databases such as ODIS (www.odis.be) and Archiefbank Vlaanderen (www.archiefbank.be), both to convert and streamline existing content with networks of providers, and to enhance third party content providers with content services such as authority lists or validation tools.

In this project, the AMSAB-ISG provides substantial collections of digital content. It will lead WP2 on agreed standards and best practices and will use its long standing expertise on the implementation of international standards and the management of online databases for standardisation practices, and its central geographical position in the HOPE network for dissemination purposes.

Key persons:

Dr. Geert Van Goethem
Director of AMSAB-ISG. Has published on the history of international trade unionism, and has a long standing experience with international networks.

Dr. Donald Weber
Researcher and ICT-coordinator of AMSAB-ISG. Long standing experience and training in ICT since 1984, has been leading the ICT-department of AMSAB-ISG since 1997.

Maarten Savels
Historian and archivist with special training in digitisation procedures. Has been coordinating digitisation projects and managing the digital content repository of AMSAB-ISG since 2005.

Confederazione Generale Italiana del Lavoro (CGIL)

The Confederazione Generale Italiana del Lavoro is an association of workers representatives founded in 1906. It's the oldest trade union in Italy and it's also the most representative, with about 6 million subscribers, including workers, retirees and youth who enter the world of work.
Its history is deeply interrelated with the history of Italy and it has a protective action, which aims to defend, maintain, obtain individual and collective rights. The Cgil is affiliated to the European Trade Union (ETU) and the International Confederation of Trade Unions (ITUC-CSI).
The CGIL Historical Archive collects documents from 1944, the stock amounts to about 9.000 files for a total amount of 900 meters. The documentation includes the acts of the executive bodies, correspondence, circular letters, manuscripts and other documents.
The Luciano Lama Library, founded 1968, is specialized in trade unions and social science studies, and it counts today around 25.000 monographs, many pamphlets and "gray literature", all catalogued on available on the web.
The CGIL photo archive contains 3500 files for a total of about 30.000 photos, organized and divided into three partitions: subjects, individuals, countries and geographical areas.
The chronological period goes from 1945 to the early 80's.

In this project, the CGIL will lead WP3 and coordinate the local implementation activities. CGIL provides substantial collections of digital content and will carry out networking activities in Italy.

Teresa Corridori
Degree in Political Science and master in Archival Science.
Since 1985 chief manager in the CGIL Historical Archive and Luciano Lama Library.
Expert in subject list indexing, she has developed a classification frame for the current archive. Editor of several publications about archival and bibliographic references.

Ilaria Romeo
Degree in Political Science and master in Archival Science.
Reorganized and recorded many public, private and personal archives, using different software, also following the digitisation of contents. Since 2005 she is working in the CGIL Historical Archive and Luciano Lama Library, following the cataloguing projects and supporting the archive users.

Maria Luisa Sbrozzi
Degree in Art and master in Archival Science and Librarianship.

From 1985 to 1994 worked at IRES-CGIL, from 1994 at the Documentation Centre of the national CGIL, from 2000 at CGIL current archive. Her actual role is librarian in the CGIL Historical Archive and Luciano Lama Library

Marco Rendina
Since 1996 he held a researcher position in the Consorzio Roma Ricerche, where he is head of the R&D group of the digital archives division. Since 1998 he collaborates with the CGIL national archive and library. He has worked on various EC funded projects, including ECHO (European Chronicle On-line) and MayDay2002, and he is currently project manager and IT consultant in various eContentplus projects like VideoActive, European Film Gateway and EUscreen.

Friedrich-Ebert-Stiftung - Archiv und Bibliothek der sozialen Demokratie (FES)

The Friedrich Ebert Foundation (FES) is a German non-profit, private, cultural organization. It is committed to the ideas and basic values of social democracy. The Foundation was founded in 1925 as a political legacy of Germany's first democratically elected president, Friedrich Ebert. The FES is active internationally as well as in Germany. The foundation supports a research library and the Archives of social Democracy.
The Library of the FES is one of the world's largest scientific specialized libraries, with the following areas of collection emphasis:

- Past and present of the German and international Labour Movements,
- German and international social and contemporary history,
- current publications by political parties and trade unions from Germany and selected countries.

With this collection profile, the Friedrich Ebert Foundation Library makes a major contribution to the national scientific information supply and is supported by the German Research Community (DFG). The FES library with its large collection, its acquisitions of grey literature from Germany and abroad, its indexing projects of important specialized collections, its retro-digitization and microfilming projects, as well as its expertise in the area of library science, is an active player in various library consortiums and in several national and international networks and projects.
The Archives of social Democracy (AdsD) at the FES opened in June 1969. It follows in the long tradition of the former SPD party archives, with roots in the 19th-century dawn of German social democracy. The AdsD holds the historical records of the Executive Committee of Germany's Social Democratic Party, along with the collections of the parliamentary party, both at federal and Länder level, and of regional structures (branches in the Länder and districts, including subdivisions). Since German unification, the AdsD has also acquired the old records of the Social Democratic Party in the GDR (SDP/SPD), including those of the parliamentary party in the East German Volkskammer. It is gradually expanding this collection by obtaining the old records of regional structures and the parliamentary groups of the SPD in the Landtag of the new Länder.
The archives currently embrace over 45,000 linear metres of folders and papers, including about 1,000 personal records donated, bequeathed or deposited with the Archives by politicians and trade unionists. There are also large collections of media such as photographs, leaflets, posters, films, videos, audio documents and traditional banners. After pilot projects devoted to cataloguing leaflets and digitalising posters, the AdsD took part in a Europe-wide project for the digital processing of printed materials for global use via the Internet (METAe). Since 10 years the AdsD is engaged in Archiving of Websites.

In this project the FES will act as leader of WP6 on networking and dissemination. It provides substantial collections of digital content and will carry out specific networking activities in the Western and Eastern European regions.

Key persons:

Dr Rüdiger Zimmermann is Director of the Library and a well-known author, researcher and manager in the domain of social history as well as in library and information science. He is a former expert of

the DFG and member of the board of trustees of several important research organizations and foundations.

Jacques Paparo is senior subject librarian. He is experienced in collection building and indexing, project management, IT-issues and organization of networks.

Dr. Anja Kruke is Director oft the Archives and a well known author and researcher. She is overall responsible for the historian field of activity of the FES and has research and project management experience

Barbara Richter is collection specialist in social history and in history of the Federal Republic of Germany. She is project manager of digital development projects at the AdsD and also responsible for the IT-issues and the process of EFQM-projects.

Fundação Mário Soares - Arquivo & Biblioteca (FMS)

The Fundação Mário Soares is a private, non-profit organisation of general public interest, with the purpose to carry out, promote and sponsor activities of a cultural, scientific and educational nature in the fields of political science, contemporary history, international relations and human rights. The FMS was established in 1991, originally to process the personal archives of Mário Soares. The Foundation publishes books, namely a collection on Democracy and History and miscellaneous texts on the issue of transitions to democracy in Spain and Portugal and on current political, social and economic affairs. Among other themes of permanent concern, reference should be made to human rights defence, to the formation of Political Europe in the framework of the ongoing institutional reform and to issues regarding the Portuguese-speaking world — i.e. the Community of Portuguese Language-speaking Countries (CPLP).

Fundação Mário Soares Archives & Library

One critical task undertaken by FMS since 1996 has been the development of a digital infrastructure to preserve, manage and disseminate the historical memory deposited and processed in its archives. Making use of the most advanced information and digital technologies, the FMS aims to enable the public in general and researchers to access to nearly two million documents gathered by the former President of the Republic Mário Soares throughout more than 50 years of intense political life and, due to this project's successful achievement, to more than 125 other archives (especially relevant to the contemporary history of Portugal and nations such as Angola, Cape Verde, Guinea-Bissau, Mozambique and East Timor) meanwhile incorporated or deposited at the Foundation.

Being a repository of several rich and extensive private collections on the resistance and struggle for freedom in Portugal and in its former colonies, the FMS archives has become therefore an indispensable landmark in any study on recent history of Portuguese-speaking countries.

In the year 2000, the FMS set up a digital Library on Contemporary History, Political Science and International Relations and holds, since 2003, a highly valuable specialised library and a significant collection of documents on "conflict prevention and mediation"— in such important areas as Africa, Latin America, Eastern Europe and the Mediterranean.

The FMS also houses and preserves important photographic and audiovisual collections on Portuguese and international political and social life.

Using the document collections existing and digitized in its Archives, the FMS keeps on publishing books, DVD/CD-ROMs and promoting exhibitions on relevant moments of contemporary history and important personalities of the 20th century. Special reference should be made to the documental and photographic exhibitions on African resistance leaders as Amílcar Cabral and Mário Pinto de Andrade — exhibited in different countries — and on the Resistance of the People of East Timor, playing a vital role on the conception of the *East Timorese Resistance Archives & Museum*, inaugurated December 2005,in Dili.

A staff of 21 technical experts manages all the FMS Archives & Library infrastructure.

In this project, the FMS will act as leader of WP1 on User requirements gathering, IPR and content selection. FMS provides substantial collections of digital content and carry out networking activities in the Southern European region.

Key persons:

Alfredo Caldeira is the Administrator of the Fundação Mário Soares Archives & Library. He is also responsible for the Digital Infrastructure and digital development projects. He has extensive experience with Digital Archives, both in public and private sectors, mostly in the area of digital preservation and historical and cultural contents.
Alfredo Caldeira will lead WP1.

Hugo Guerreiro**,** post-graduated in digital archives and libraries, is a senior information analyst, working mainly in database conception and also with audiovisual collections.

António Coelho is responsible for the development and maintenance of the informatics infrastructure of FMS, both internally and web.

Paulo Andringa is a senior IT specialist and web designer working mainly on the development of FMS site, online archives and multimedia productions.

Ana Lobato is specialized in Portuguese contemporary history working as senior archivist on FMS documental fonds.

Luisa Guerreiro will be supporting the FMS team on the administrative side of the HOPE project.

Schweizerisches Sozialarchiv (SSA)

The Swiss Social Archives (Schweizerisches Sozialarchiv) was founded in 1906 as an independent, cross-party and neutral institute. From the beginning, Swiss Social Archives focused on the collection of primary source material relating to the so-called social question and social change in general. It forms a much-frequented, internationally-known center for scholarly research on traditional and new social movements. Since 1974, the Swiss Social Archives is officially recognized as a research institution outside the university sector and is funded by Swiss government (in addition to funding by regional and local authorities).
Thanks to the long-standing and never broken collection building activity, the Swiss Social Archives holds today rich and unique collections: over 500 archival collections, 222'420 printed volumes, 1553 current periodicals and some 100'000 audiovisual items and microforms.
The development of digital offerings is a key element within the institute's multi-annual strategic planning. In recent years, various digitization projects had been launched with a view to preserving cultural heritage and improving access. Such projects were carried out in close cooperation with partners like the Swiss National Library (Web archiving) and Memoriav (Audiovisual heritage).

In this project project, the SSA will provide substantial collections of digital content.

Key persons:

Urs Kälin is the Deputy Director of the institute and heads the Archival department. He is responsible for the institute's digitization policy and has research and project management experience.

Jürg Scheidegger is a senior IT specialist and has a rich background in social sciences. He acted as a project manager for several digital development projects at the Swiss Social Archives.

Työväen Arkisto (TA)

The Finnish Labour Archives (Työväen Arkisto TA) was founded in 1909 by the Finnish Social Democratic Party (SDP) and has been subject to the Private Archives Law since 1975. Nowadays TA is maintained by the Labour Archives Foundation. The Executive of the SDP nominates the governors of the foundation for a five-year term. The archives receive subsidies prescribed by aforementioned law and private financial donations for its operations. TA holds archival collections by over 9.700

record creators, of which one third consists of the archives of the political labour movement (SDP and its local branches). Another third comprises the archives of the trade union movement, and the rest represents the archives of the working class cultural organisations, special collections and personal archives. TA also holds ca. 400.00 photographs and 11.000 posters, as well as nearly 2.000 video- and 3.800 audiotapes. There is a large Oral History collection, ca. 220.000 pages by ca. 8.000 record creators.
Over the past decade TA has been developing a digital infrastructure to support its growing digital collections (either digitized or born-digital). Various digitization projects have been launched:

- trusted digital content repository for the long-time-preservation
- search platfrom to ease customer-service and availability of both non-digital and digital arcival material
- digitization of various parts of photographic, audio and video collections, from 2009 onwards also the digitization of text documents

In this project, the TA will provide substantial collections of digital content and carry out networking activities in the Nordic region.

Key person:

Petri Tanskanen is the Director of Archives. Previously he has coordinated various digitization projects and been member in various working groups. He has a consulting role regarding digitalization and metadata.

Pekka Kalliokoski is senior researcher and mainly in charge of trade union archives. He has a long experience in archival and research work and digitalization and metadata issues.

Verein für Geschichte der Arbeiterbewegung (VGA)

Labour History Society, Vienna - Archives, Library, Research Centre

Founded in 1959 with the purpose to safeguard the intellectual heritage of the Austrian workers' movement and to anchor it in an international context, the Labour History Society (VGA) engages in a wide range of activities. VGA launches research initiatives, supports public education and media documentation projects and assists students and historians, offering them the facilities of its comprehensive archives and research library.
The core of the archival collections comprises the following records:

- the so called "Old Party Archives" (Altes Parteiarchiv), containing protocols of sessions of the party executive committee (Parteivorstand) and of the parlamentary club of the Social-Democratic Workers' Party 1897-1933, internal party papers 1890-1933, papers of the Republican Defense League (Republikanischer Schutzbund) 1925-1934, workers' and soldiers' councils 1919-1924;
- the estate of the Victor and Emma Adler family.
  Especially the latter, which contains correspondence with Albert Einstein, Friedrich Engels, August Bebel, Ernst Mach, Karl Kautsky, Leon Blum, G.B. Shaw, Romain Rolland and others, may be classed among the most important sources of contemporary Austrian history.

Both collections were brought out of the country in 1933 and stored at different sites in Western Europe, where the majority of them survived the Fascist regime and World War II. Their recovery and integration into the VGA archives has proved an invaluable contribution to Austria's archival heritage.
In addition to its main holdings, VGA holds a number of bequests of Austrian politicians and writers such as Adolf Schärf, Otto Bauer, Oskar and Marianne Pollak, Otto Leichter, Adelheid Popp, Rosa Jochmann. All materials – in the course of several project phases - have been arranged and described according to state-of-the-art archival practice. Currently the holdings of the historical Photo Archives of the Arbeiter-Zeitung, which comprise some 600,000 photographic prints, are being catalogued and digitised.
A special library of some 65,000 volumes supports the archival facilities. Its nucleus is the former library of the party executive committee, which had been extended by a number of bequests (e.g. Karl Seitz, Theodor Körner, Benedikt Kautsky, Leo Mistinger, Anton Benya etc.). Among its treasures

feature the complete edition of Arbeiter-Zeitung (including the censored editions of World War I and of the October 1933 to February 1934 period as well as the – worldwide - only complete edition of the illegal AZ), the collection of socio-scientific periodicals and the first editions of the »Socialistica« collection.

In this project, the VGA will provide substantial collections of digital content and carry out networking activities.

Key Person

Michaela Maier

Nyílt Társadalom Archívum / Közép Európai Egyetem – Open Society Archives at Central European University (KEE/OSA)

OSA , www.osaarchivum.org, at Central European University is an archival and research institute established in 1996. The focus of our activities is communism, the Cold War, and their afterlife as well as contemporary human rights. Our traditional archival holdings currently comprise approximately 7,000 linear meters of records, among which are: the extensive collection of the Radio Free Europe/Radio Liberty (RFE/RL) Research Institute; personal papers of political, cultural, and counter-culture figures from the Cold War Era to the present; and several major series of Soviet, Polish and Hungarian underground literature. Other holdings include the fonds of the UN Expert Commission on Investigating War Crimes in the Former Yugoslavia, the International Helsinki Federation for Human Rights (IHF), Index on Censorship, the Physicians for Human Rights (PHR), and several fonds of the Soros foundations network, for which we serve as the official archives. The OSA houses a rapidly growing audiovisual collection of regional propaganda; feature and documentary films; and TV news programs, historical home movies, and amateur footage as well as a non-circulating library collection of more than 6,500 dailies and journals published from the 1950s onwards in more than 40 languages. We have recently developed a strategy which includes large-scale digitization, multilingual description, and the implementation of open-source solutions and open standards. Our digital strategy currently has three aspects:

1) **Thematic Digital Collections -** formed around particular topics in recent history or coherent sets of records, most of our thematic digital collections are based on OSA's physical holdings, and these are often integrated with related digital collections from other institutions.
2) **Digital Repositories - i**n 2005 we established an institutional digital repository for the Soros foundations network available at a dedicated website called the Soros Network Archival Portal (SNAP). We are currently in the process of developing an in-house digital repository to support proper curation of our digital content and to provide broader, enhanced, and more flexible access to our collections.
3) **Digital Archival Laboratory - w**e are also experimenting with alternative approaches to archiving and acquiring digital content. These projects all share a decentralized structure and in some sense challenge the *status quo* in archival descriptive practice. They include our Parallel Archive (www.parallelarchive.org), Kampanyarchivum, and Samizdat Text Corpora projects.

In the HOPE project, the OSA will provide substantial collections of digital content and carry out networking activities in the Eastern European region. OSA brings in expertise on digital repositories and IPR issues.

Key Persons:

Gabriella Ivacs, Chief Archivist. Oversees all professional and technical activities at OSA. Her recent focus is on digital repositories and knowledge sharing platforms in the field of digital scholarship, and to this end she has introduced collaborative archiving techniques and applications at OSA and among

local NGOs. She also chairs the Hungarian chapter of the Open Document Format Alliance and serves as board member on the Hungarian Cultural Endowment Fund.
Sergey Glushakov, Chief IT Officer. Leads the in-house development of ISAD/ISAAR compliant archival information system; oversees several large-scale digitization projects on OSA's historical and human rights collections; and has acted as liaison between OSA and its partners in several international projects.

Kathryn Mathe, Information Project Manager. Coordinates several of OSA's technical projects, including the online digital content repository for the Soros Network. Selects standards and develops policies and procedures to support IT services.

Jozef Gabor Bone, IT Database Programmer. Develops and maintains specialist databases for OSA's archival collections. He administers the OSA DSpace repository and is responsible for the general operation and maintenance of IT services.

Consiglio Nazionale delle Ricerche - Istituto di Scienza e Tecnologie dell'Informazione (CNR-ISTI)

The CNR-ISTI, which is organised in 16 laboratories, is committed to producing scientific excellence and playing an active role in technology transfer. The team participating in this project belongs to the 'Multimedia Networked Information System Laboratory', which consists of 48 researchers and technicians conducting research and development activities on algorithms, techniques and methods for information modelling, access and handling, as well as new architectures and system services supporting large networked multimedia information systems. The CNR-ISTI team has been involved in many EU-funded projects relevant to the topics addressed in this project, namely in the following FP6 projects: DELOS II NoE, DILIGENT, MultiMatch, BRICKS, BELIEF, CASPAR, DRIVER, SAPIR. It is currently involved in the 7th FP projects: EFG, DRIVER II, D4Science, TrebleClef and BELIEF II, DL.org. The CNR-ISTI team is also involved in Europeana V1.0, on issues related to data modelling.

In the context of the project, the CNR-ISTI team acts as technology provider, leading WP4 (HOPE Aggregator Infrastructure) and participating in WP2 (Agreed standards and best practices).

Key Persons:

Dr. Donatella Castelli (donatella.castelli@isti.cnr.it) is a senior researcher at CNR-ISTI since 1987. Donatella and her team, have participated actively in several EU and nationally funded projects on Digital Libraries and Research Infrastructures. Donatella has led the activity dedicated to the production of the DELOS Reference Model for Digital Libraries and acted as scientific coordinator of the DILIGENT project. She was technological coordinator of the DRIVER project. She is currently the scientific coordinator of the D4Science and DL.org projects, and the technological coordinator of the DRIVER-II project. Her research interests include digital libraries and data infrastructure content modelling and interoperability.

Dr. Paolo Manghi (paolo.manghi@isti.cnr.it) is a researcher at CNR-ISTI since February 2006. From 1998 to 2000 he worked as Research Fellow at Glasgow and Strathclyde University (UK), and then moved to the Department of Computer Science of Pisa University until the end of 2005. He is currently Software Architect for the DRIVER II EU Project, dealing with the scientific coordination of the development of the resulting Service Open Infrastructure. He is also involved in the architectural specification of the EFG Project and part of Europeana and DL.ORG Working Groups on data models. His research is currently focusing on the design, implementation, and experimentation of Open Service Architectures for Digital Libraries and on the design and implementation of Typed Distributed Repositories for Complex Objects.

Dr. Franca Debole (franca.debole@isti.cnr.it) is a researcher at CNR-ISTI since TBD.is a temporary researcher at CNR-ISTI. She graduated in Computer Science at Pisa University and begun working on 2002 at CNR-ISTI for her PhD Thesis on efficient XML search engine. Her research activity is focused on efficient access methods for XML to support an efficient and effective retrieval of text

documents and images. From 2006 to 2008 she worked on the European project MultiMatch, being Project Manager for the ISTI-CNR. Her research activity, during this last year, aimed at the development of a multimedia search engine and definition and experimental evaluation of multilingual system. She is currently involved in the EFG project.

Franco Zoppi (franco.zoppi@isti.cnr.it) has been working on the design and implementation of software systems in the areas of DBMS, Distributed Office Information Systems and Digital Library Systems. Initially employed at the Research and Development Department of Olivetti S.p.A. (1981-1989), then at the Network Laboratory of the Telecommunications Department of Telecom Italia (1989-2001), in 2001 he joined the Information System Department of Pisa University as Project Manager. Since 2005 he has been working as Research Associate at CNR-ISTI, where he coordinates the CNR activities in the BELIEF/BELIEF II project. He is involved in the DRIVER II, D4Science and EFG projects.

Marko Mikulicic (marko.mikulicic@isti.cnr.it) is a senior software engineer and developer at CNR-ISTI since 2007. He graduated in Computer Science in 2002 and his main interests cover advanced design (SOAs, WSRF, Web User Interfaces tools), data management systems (RDBMS, triple stores, XML native databases, OAI-PMH and ORE-PMH related technologies and repositories - e.g. Fedora, OpenDlib) and software development environments. He is involved in the DRIVER/DRIVER II, Microsoft R2D2 and EFG projects.

Federico Biagini (federico.biagini@isti.cnr.it) is a software developer, graduated in 2002 in Computer Science at the University of Pisa. His initial experience was mainly in the field of database and data warehouse applications, After periods at Udine and Pisa Universities, he joined CNR-ISTI in 2005 and has been working in the implementation of systems and infrastructures for digital libraries compliant with SOA and WSRF standards. He is also involved in the D4Science, BELIEF and EFG projects.

Michele Artini (michele.artini@isti.cnr.it) is a graduate fellow at CNR-ISTI since 2005. He graduated in Computer Science at the University of Pisa and has been working as technical collaborator in many European Projects: DILIGENT, DELOS, BELIEF, DRIVER/DRIVER II and EFG. His work focuses on the implementation and management of Web Services in Java and Perl for digital library systems.

Stichting European Digital Library (EDLF)
The EDL Foundation is a cross domain foundation under Dutch law, founded in 2007. The aim of the foundation is to foster collaboration between Museums, Archives, Libraries and Audiovisual collections in Europe. It aims to provide access to Europe's cultural heritage by facilitating formal agreement across museums, archives, libraries and audiovisual collections on how to cooperate in the delivery and sustainability of a joint portal, www.europeana.eu. It also provides a legal framework for use by EU funded projects to bring their research and or content into Europeana.
Its current Board of Participants is made up of pan-European Associations from the 4 domains able to represent and mobilise their members to contribute and form part of EU funded projects aimed at creating an operational service and sustainable business model for Europeana.eu.
The EDL Foundation is the coordinator of the Europeana v1.0 project and a partner in the European Film Gateway (EFG), EuropeanaLocal, APENet, Athena, BHL-Europe, Europeana Travel, Europeana Connect, EU Screen, Judaica Europeana and PrestoPrime.

In this project, the EDLF will facilitate and ensure liaison and concertation with Europeana developments and carry out support activities in interoperability, performance measurement and user requirements gathering.

Key persons:

Jill Cousins – Executive Director EDL Foundation
Jill Cousins is the Executive Director of the EDL Foundation and the Director of The European Library. Successes to date include the creation of the operational service of The European Library and the prototype of Europeana. Jill Cousins has a strong web publishing background, having worked for VNU as their European Business Development Director and then translated the lessons learnt from

commercial business-to-business publishing to scholarly publishing working for Blackwell Publishing and several other academic publishers in the UK.

Julie Verleyen – Scientific Coordinator
Julie Verleyen is the Scientific coordinator for Europeana v1.0 and related projects. She plays a key role in aligning all projects related to Europeana with regards to the development and data requirements, understanding and communicating where new technologies developed in projects are of use to Europeana and vice versa and the development and communication of environments, workflows and processes for projects to deliver content to Europeana.

Lizzy Komen – Europeana Project Coordinator for HOPE
Lizzy is also Europeana's project coordinator for three other projects: EuropeanaLocal, BHL–Europe, ATHENA. She ensures that project activities are adequately monitored on behalf of the EDL Foundation. All projects play a significant role in contributing vast and diverse content to Europeana. She has also been involved as a Project Coordinator for The European Library, where she coordinated the FUMAGABA project, aiming at integrating the collections of the national libraries of Former Yugoslav Republic of Macedonia, Ukraine, Moldova, Albania, Georgia, Armenia, Bosnia Herzegovina and Azerbaijan. In addition she coordinated the translation of collection descriptions into all 35 available languages besides English to The European Library portal.

Centre d' Histoire Sociale du XXe siècle – Université Paris1-Sorbonne/Centre national de la recherche scientifique (UPIP)

Le Centre d'histoire sociale du XXe siècle (CHS) is a research centre resorting both under the University Paris1/Sorbonne and the Centre National de la Recherche Scientifique (CNRS). The CHS was founded in 1966 by Ernest Labrousse and Jean Maitron, editor of the famous Dictionnaire biographique du movement ouvrier. Work on the Dictionnaire is ongoing. The research at CHS follows 4 main axis:

1) history of public policies;
2) labour history;
3) cultural studies;
4) urban history.

The CHS maintains the rich collections and archives gathered by Jean Maitron, mainly trade union archives, pamphlets of labour, anarchist, communist and socialist movements. It keeps the collection up-to-date with new acquisitions, such as photograph collections (digitalized and on line) and a great collection of leaflets collected during the May '68 movements. These leaflets will be digitised. Because of these collections, the CHS is a member of national and international documentation networks such as the Collectif des centres de documentation en histoire ouvrière et sociale (CODHOS) and the International Association of labour history institutions (IALHI).

In this project, UPIP will not only be a content provider itself, it will also coordinate the provision of substantial collections of digital content from the Bibliothèque de documentation internationale contemporaine (BDIC) and the Fondation Maison des sciences de l'homme (MSH).

Key persons

Françoise Blum is « ingénieur de recherche » at the CHS. She is specialised in the field of social history, with a particular interest for the history of French and European social movements and gender history. She has been the curator of several online virtual exhibitions. She is co-founder of the CODHOS, a long-standing member of its board and general secretary of the IALHI since 2005.

Philippe Rygiel is Associate professor, at the CHS. He is a specialist of immigration, gender and digital history. He has published many books and papers on these topics.

Pascale Goetschel is Associate professor at the CHS. She is a specialist of cultural studies and of the history of representations and of cultural objects.

Rossana Vaccaro is head librarian at the CHS. Her status is “ingénieur de recherche”. She is in charge of the collections of the CHS.

Génériques

L’association Génériques was founded in 1987. In 1989, it set up the first major exhibition dedicated to the history of immigration in France. The exhibition, part of the bicentenary of the French Revolution, was entitled “La France des étrangers - France des libertés”. It reconstructed two centuries of this history through newspapers published by immigrant communities in France and was given an enthusiastic welcome by the press and public.Encouraged by this success, Génériques developed into a research and cultural production organisation for the history and remembrance of immigration in France in the 19th and 20th centuries.

In 1992, Génériques entered into a partnership with the French Archives Department to create a national Inventory of sources of public and private archives on the history of foreigners in France from 1800 to modern times. For over ten years, Génériques has been making efforts to create an inventory of regional and national public archives and iconographical and audiovisual sources concerning foreigners in France. With the French Archives Department, it has published Les Etrangers en France – Guide des sources d’archives publiques et privées – XIXe- XXe siècles, in 4 volumes. A fifth volume is currently being prepared. Génériques also works to safeguard private immigration archives – archives from community or support associations, reception and housing organisations, private individuals, militants, etc.– and to make them available to the public. Génériques has become a leading organization in France and Europe for the historical and archive heritage of immigration. As such, it has organized a number of seminars and colloquiums with French, European and international partners. Génériques is also responsible for the biennial North African migrations festival in partnership with a number of research teams from North Africa.

In this project, GENERIQUES will provide substantial collections of digital content and carry out networking activities

Key person

Delphine Folliet is an archivist. She is project leader at the Association Génériques. She works more specifically on programs of source inventories relating to immigration history, on digitization of archives and photographic collections. She is also in charge of the online catalogue Odysseo.

B3.2a. Chosen approach

The BPN will operate over a period of 36 months (3 years).
There are four types of activities:

1. Consensus building within the BPN (WP1, WP2)
2. Large scale implementation of the ICT infrastructure (WP3, WP4 and WP5)
3. Disseminating/networking/awareness-raising/attracting new content providers (WP6)
4. Managing the project and leading the BPN (WP7)

1. Consensus building within the BPN (WP1, WP2)
The BPN consists of content providers from the same collection domain (social history) but all of them have their own home-grown traditions and practices in handling their collections. Building a shared vision of the envisaged digital resource on social history and a web-based discovery-to-delivery model and reaching consensus on the large-scale implementation of a demand-supply chain with Europeana are all pre-conditional to the implementation activities of the other work packages WP3, WP4 and WP5 and for achieving successful project results in general. Consensus building is therefore a crucial activity embracing stakeholder concurrence on scope, requirements understanding, conceptual design, and an agreed understanding of the use of standards and best practices in the field. These best practices and standards encompass all aspects of the demand-supply chain and d2d logistics, including homogenising metadata, multi-linguality, delivery services and rights management. The consensus building activity should ensure that all the BPN participants reach the same level of knowledge and understanding on all issues to be addressed and agree on the conceptual model, the best practices and standards to be adopted. In order to achieve this, the work packages WP1 and WP2 will carry out consensus building meetings and training workshops. A complementary activity of the BPN in the framework of this activity will be the active participation in the Europeana Community to achieve full alignment, compatibility and integrated services between HOPE and Europeana.

WP1 consists of drawing up the requirements for the business case of web-based discovery to delivery (d2d). The content providing participants will actively involve their user communities for the gathering of user requirements and for user acceptance testing. From the moment that a user of Europeana (or any other discovery service) finds specific collection information of his/her interest, the way in which the user will be led to the actual digital resource and will experience each step in the d2d process ((request, locate, retrieve, access, consult via a reader/player, download or order a copy in a higher resolution or a print reproduction, online payment, contact with the service desk, etc..) is critical to user satisfaction and to the success of the HOPE implementation. This is why a specific activity is defined in WP1 for gathering user requirements in the form of use cases. Europeana's marketing expertise will provide the market research information (based on results from conducted user surveys) and the BPN will identify user groups to draw up the use cases. This combination will ensure a strong user-centred approach. IPR issues are tackled in WP1 as well and the resulting rights management requirements form an integral part of the use cases. This will ensure that the access management solutions are adequately addressing user needs. The use cases are input for the high-level architectural design (WP2) and for the test cases used for validation (WP1) in order to ensure that the requirements are met. Finally WP1 addresses the content issues that need to be addressed to ensure the continuous addition of qualitative and quantitative attractive content by the HOPE BPN. It will specify content supply profiles and a supply roadmap for the phased ingestion of data and content.

WP2 tackles the high-level architectural design which identifies the basic functions, data flows and standards of the large-scale implementation and the interfaces that realize the use cases from WP1. It is part of the consensus building activity to ensure a common conceptualization of the demand-supply chain and d2d architecture envisaged. It does not involve implementation design at the more technical software architectural level, where choices are made on technology solutions. The starting point of the high-level conceptual design is the sketch given in Figure-1. WP2 results in the publication of a manual for implementing a full scale web-based d2d model. This manual will be translated for use by the BPN partners and by new content providers (WP6).

2. Large scale implementation (WP3, WP4 and WP5)
The implementation work packages are responsible for defining the executable architecture on the basis of the high level architectural design from WP2. They consequently carry out the implementation plans and build and test the sub-systems (aggregator, index, search, resolver mechanism, repositories, etc.). This is not strictly speaking a software development activity but it is software implementation involving the necessary interface development and adaptations/customization. In certain cases it will involve system migration and data migration at the local level, as well. WP3, WP4 and WP5 will first establish clear implementation plans (including iteration plans where applicable) to be approved by the project management (WP7).

WP3 consists of all the necessary local implementation activities at the institutional level: the implementation of the agreed standards and protocols, preparing the necessary mappings for the metadata conversions in WP4, providing the metadata and previews to the HOPE aggregator (WP4) and the underlying digital content to the repository (WP5). In WP3 participants of the BPN also make use of the APIs (eg. search API), provided by WP4, in their institutional websites/portals. The IALHI Labour History Portal hosted at KNAW-IISG will be upgraded accordingly. WP3 oversees the local implementation schedules and is responsible for coordination with the other implementation work packages: WP4 and WP5.

With input from WP1 (use cases), WP2 (agreed standards and protocols, high-level architectural design, Europeana ingest specifications) and in close liaison with WP3 (local implementations), WP4 goes ahead with the actual implementation of the metadata aggregator service and the interoperability with the Europeana metadata ingest tools. WP4 takes care of the Index, the Search services and corresponding search API.WP4 supports the semi-automating cleaning of metadata (data curation tool) and multi-lingual search. The cleansed metadata will be returned to the content providers. The data will be supplied to Europeana.

The local implementations of the institutional repositories according to the agreed requirements and best practices (WP2) are part of the work carried out by WP3 and WP5. In WP5 the shared HOPE repository will be set-up for the collections of institutions that will not implement a separate, local repository and for those who wish to gain experience. WP5 therefore brings together a sub-group of the BPN which will share expertise and apply best practices in implementing trusted digital repositories for content delivery.

Table E. Indication of the need/interest in a shared repository and the use of existing local repositories:

Local repositories	**Shared HOPE repositories**
	KNAW-IISG
FES-AdSD	FES-Library
	SSA
	CGIL
FMS	
TA	
	KEE/OSA
	AMSAB-ISG
BDIC, MSH, UPIP	GENERI

3. Disseminating/networking/awareness-raising/attracting new content providers (WP6)
WP6 is responsible for this activity which is outward reaching in three ways: a) by attracting new content providers to the BPN, b) raising awareness about the objectives and results of the BPN and 3) by engaging the scientific user community. Each partner of the IALHI network will be actively contributing to this activity. Content providers from outside the Consortium will be encouraged to join

the Best Practice Network and to contribute their content. The WP6 budget secures effort to facilitate this process, by means of workshop sessions and awareness-raising presentations. This is done in close liaison with WP1 and WP2. The content provider participants will actively involve their user communities for the gathering of user requirements and user acceptance testing (WP1). Targeted dissemination, for example at the European Social Science History Conferences where researchers meet once every two years, is geared towards maximizing the impact of HOPE and scheduled in the dissemination plan.

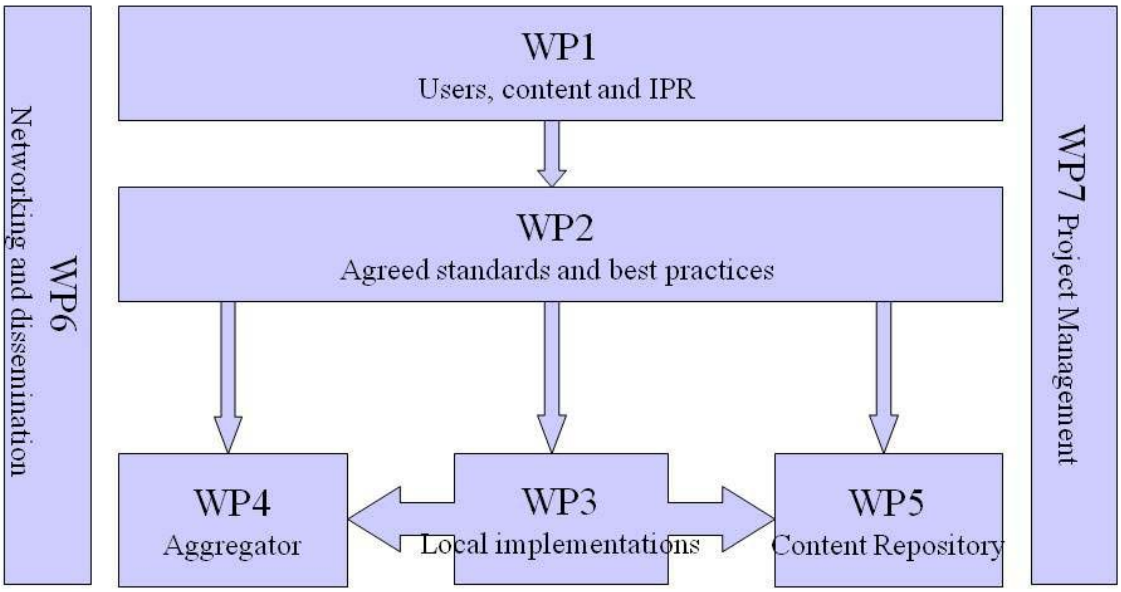
4. Managing the project and leading the BPN (WP7)
WP7 is responsible for the management of the whole project. This involves the administrative management, responsible for reporting to the EC, the performance monitoring and the business management responsible for the business and exploitation model. The work package is also responsible for leading and guiding the BPN in the direction as set out in this project.
The business management establishes the business case of HOPE and the exploitation plan. The business case describes the vision of the demand-supply chain and d2d logistics organization in which the large-scale implementation will be deployed. It is the basis for the exploitation plan which outlines the organisation, the process, roles and responsibilities, the costs and finance model (on the basis of cost recovery). The plan includes information on the success factors and financial forecasts for the exploitation stage (after the project duration).
WP7 manages the priorities, the risks, the content supply roadmap and implementation process as a whole. It approves the deliverables and milestone results of the project.

B3.2b. Work plan

The HOPE project is divided in 8 different work packages:

- WP1: Users, content and IPR
- WP2: Agreed standards and best practices
- WP3: Local Implementations
- WP4: HOPE Aggregator Service
- WP5: HOPE shared repository
- WP6: Networking and dissemination
- WP7: Project Management

Work packages 1-7 and their interdependencies are summarised in the graph below.



The Table below shows the schedule of the different work package tasks and their deliverables. The scheduled workshops (WP2 and WP6) are indicated with an X.

Task Name	YEAR 1												YEAR 2												YEAR 3										
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
WP1 Users, content, IPR																																			
T1.1 User profiles				M1.1																															
T1.2 Use cases								D1.1																											
T1.3 IPR guide & requ.				M1.2																				D1.3											
T1.4 Access & use conditions				M1.3																															
T1.5 UAT																				M1.6										M1.7					
T1.6 HOPE content policy				M1.4							M1.5																								D1
T1.7 Content Profiles&Roadmap											D1.2																								
WP2 Agreed standards	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
T2.1High-level design				D2.1																															
T2.2 Liaison with Europeana																																			
T2.3 Spec. metadata struct.				M2.1				M2.3																											
T2.4 Requ. for Harmononisation									M2.4		D2.2																								
T2.5 Formats underlying content									M2.5																										
T2.6 Best practices repository				M2.2					M2.7		D2.4																								
T2.7 Supply protocols									M2.6																										
T2.8 Guide Implementation											D2.3																								
T2.9 BPN workshops					X					X		X																							
WP3 Content Improvement	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
T3.1 Planning & monitoring												D3.1					M3.4						D3.2						M3.7						D3
T3.2 Clearing IPR																																			

T3.3 Retro-supply data+content										M3.1						M3.2																					
T3.4 Local Repository																M3.3																					
T3.5 Supply-chain for data+content																													M3.5								
T3.6 Embedding the HOPE API																													M3.6								
T3.7 Upgrading the LH Portal																													D3.3								
WP4 Aggregator Service	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35		
T4.1 Infrastructure design									M4.1	M4.2	D4.1																										
T4.2 Infrastructure implementation														M4.3																						
T4.3 Build, test, deploy, maintain																				D4.2 M4.5										D4.3						
T4.4 Metadata cleansing																				M4.4										M4.7						
T4.5 Data collection&supply																					M4.6															
WP5 Repository Service	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35		
T5.1 Spec. Requirements									M5.1																												
T5.2 Infrastructure design & pilot											D5.1	M5.2																									
T5.3 Build, test, deploy and maintenance																M5.3								D5.2							D5.3					
T5.4 Content ingestion																M5.4																				
WP6 Networking & dissemination	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35		
T6.1 Disseminating results		D6.1	D6.2 D6.3																																D6		
T6.2 Attracting new content providers												M6.1						X					X				X					X	D6.4			
T6.3 Engaging the scientific community																												M6.2								
WP7 Project Management	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35		
T7.1 Project administration												D7.1												D7.2													

T7.2 Project coordination																																			
T7.3 Quality assurance			M7.1 M7.2																																
T7.4 Performance Measurement						M7.3																													
T7.5 Business management																									M7.4										

Table 5: Performance monitoring

Performance monitoring is carried out on the basis of performance measurement throughout the funding phase. The results of performance measurement and evaluation will be part of the periodic progress reporting to the Commission.

The progress of the project can be measured in the following areas (with corresponding numbers of the expected impact areas listed under B2.1a.):

1) Content and data supply leading to higher quantity of quality content and more visibility of the social history heritage (impact areas 1 and 2)
2) Adoption of agreed best practices – this is of particular importance for the sustained supply of data and content, also after the project duration (impact area 3)
3) Usage of the HOPE infrastructure by the BPN (impact area 3)
4) Usage of the data and the content by users (impact area 4,5,6,7)
5) Dissemination and outreach (impact area 4,5,6,7)

The following table provides a summarised view of the indicators for measuring progress of the project results over consecutive periods of 1 year.

Table F. Performance indicators

Indicator No.	Objective/expected result	Indicator name	Expected Progress		
			Year 1	Year 2	Year 3
Content and data supply					
1	More content available through Europeana	Number of metadata records (incl. previews and link to the digital object) delivered to Europeana	0	200.000	**881.225**
2	More content available through Europeana	Number of underlying content (= files) stored and accessible through the local repositories and the HOPE repository	0	600.000	**3.029.288**
3	The social history resource available through the IALHI Portal (LabourHistory.net)	Number of metadata records (digital and non-digital underlying collections)	1500	200.000	4 million
4	More comprehensive collections available through Europeana and IALHI	Number of major historical themes/events for browsing through the metadata	0	10	50
Adoption of best practices					
5	Improved interoperability	Number of partners who support the agreed metadata standards	0	4	11
6	Content harmonisation	Number of partners who have adopted the agreed harmonisation practices	0	4	11
7	Trusted content	Number of partners who	0	4	11

	repositories	support the agreed supply protocols, content formats and persistent identifiers			
Usage of the HOPE collections					
8	Improved discovery of the social history collections	Page views* on Europeana (avg/month)	0	40.000	200.000
9	Idem	Visits* on the Labour History Portal (avg/month)	6.000	8.000	25.000
10	idem	Downloads from the HOPE repository	0	6.000	25.000
11	Idem	Reproduction orders from the HOPE repository	0	1.000	6.000
Usage of the HOPE infrastructure					
12	Use of HOPE infra	Number of partners who use the HOPE aggregator services (harmonisation services, curation services, API, etc.)	0	4	11
13	idem	Number of partners who use the HOPE repository services (online payment, reproduction services, authorisation services, etc.)	0	3	8
Outreach indicators					
13	Networking success	Number of BPN members	11	20	30
14	Enrolling new content providers	Number of additional content providers	0	1	2
15	Dissemination	Number of presentations and papers	3	7	10
16	Dissemination	Number of dissemination events held	2	4	8
17	Dissemination	Number of ESSHC conference visitors attending the HOPE session**	10	-	50
18	Dissemination	Number of subscribers to newsfeed	50	100	200

*Page view: a single page view defined as a HOPE metadata page (metadata record + thumbnail/preview). The number of page views will be useful to assess the growth in usage of the HOPE collection within Europeana.
*Visit: the number of visits gives an indication of the total usage of the Labour History Portal.
** The ESSHC conferences usually attract between 13000 - 16000 social historians (researchers, teachers, curators) from across Europe. On average 325 sessions are held during this 4-day conference.

The indicators will be specified in detail and a measurement method for each indicator will be agreed with the partners who should supply the statistics. Measurement will be done through existing functionalities of cataloguing systems, the DRIVER systems, the repository systems, Europeana systems, etc. but may also have to be implemented from scratch (HOPE content repository; use of HOPE data through social sites; etc.). Indicators concerning the usage of the data through websites (portals and APIs) will be tracked with web server statistics application, etc.

Table G. Table with the distribution of person-months effort per partner for each task per work package (the person-months in red indicate the role of task-leader.)

WP1		KNAW-HSG	AMSAB-HSG	CGIL	FES	FMS	SSA	TA	VGA	KEE-OSA	CNR-ISTI	EDLP	UPIP	GENERI	Total
T1.1	User profiles	0,50		1,00	2,00	2,00				2,00		0,50	1,00		9,00
T1.2	Use cases	1,50		1,00	2,00	6,00				2,00		1,00	1,00		14,50
T1.3	IPR guide	0,50				4,00				2,00		0,75	2,00		9,25
T1.4	Access conditions	0,50				2,00				1,00					3,50
T1.5	UAT	1,00			2,00	4,00				1,00		1,00			9,00
T1.6	Content policy	0,50	3,00	2,00		9,00				1,00		0,75			16,25
T1.7	Profiles&Roadmap	0,50	2,00	2,00	2,00	4,00				1,00		1,00			12,50
Total		5,00	5,00	6,00	8,00	31,00	0,00	0,00	0,00	10,00	0,00	5,00	4,00	0,00	74,00
WP2															0,00
T2.1	High-level design	2,00	1,00	1,00	0,00	1,00				0,50	1,00	0,50			7,00
T2.2	Liaison Europeana	0,50	1,00	1,00	0,50	1,00					0,50	2,00			6,50
T2.3	Metadata structure	0,50	6,00	1,00	2,00	2,00	0,25	0,25	0,25	1,00	1,00	2,00	1,00	0,25	17,5
T2.4	Harmonisation requ	0,50	6,00	1,00	2,00	2,00				1,00	1,00	0,50	1,00		15,00
T2.5	Formats content	0,50	3,00	3,00	2,00	0,50				0,50			0,50		10,00
T2.6	Best Pr. repository	1,50	2,00		0,00	1,00	0,25	0,25	0,25	6,00	1,00		0,50	0,25	13,00
T2.7	Supply protocols		1,00	1,00	0,50						0,50				3,00
T2.8	Implem. Guide		13,00	1,00	0,50	0,50				0,50	0,50	0,50			16,50
T2.9	BPN workshops	0,50	3,00	3,00	0,50	2,00	0,50	0,50	0,50	0,50	0,50	0,50	2,00	0,50	14,50
Total		6,00	36,00	12,00	8,00	10,00	1,00	1,00	1,00	10,00	6,00	6,00	5,00	1,00	103,00
WP3															0,00
T3.1	Planning&monitoring	1,00	1,00	6,00	2,00	1,00	1,00	1,00	1,00	1,00			3,00	1,00	19,00
T3.2	Clearing IPR	1,00	1,00	3,00	2,00	1,00	1,00	1,50	1,50	1,00			2,00	0,50	15,50
T3.3	Retro-supply data	3,00	3,50	8,00	10,00	3,00	3,00	2,00	2,00	4,00			7,00	3,50	49,00
T3.4	Local repositories		2,00	3,00	4,00	3,00	2,00	2,00	2,00	2,00			3,00		23,00
T3.5	Supply-chain data	2,50	2,00	4,00	5,50	2,50	1,50	2,00	2,00	2,50			4,50	3,00	32,00
T3.6	Embedding the API	0,50	0,50	1,00	0,50	0,50	0,50	0,50	0,50	0,50			1,50	0,50	7,00
T3.7	Upgrade LH Portal	4,00	2,00	1,00	1,00	1,00				3,00			1,00	0,50	13,50
Total		12,00	12,00	26,00	25,00	12,00	9,00	9,00	9,00	14,00	0,00	0,00	22,00	9,00	159,00
WP4															0,00
T4.1	Infra. Design			1,00							8,00				9,00
T4.2	Infra implement.										32,00				32,00
T4.3	Build, test, deploy	2,00	2,00		2,00	2,00					16,00				24,00
T4.4	Metadata cleansing	2,00	2,00	1,00	2,00	2,00					8,00	1,00			18,00
T4.5	Content ingestion			2,00							8,00	5,00			15,00
Total		4,00	4,00	4,00	4,00	4,00	0,00	0,00	0,00	0,00	72,00	6,00	0,00	0,00	98,00
WP5															0,00
T5.1	Requ. Specs.	6,00	2,00	2,00						2,00	4,00				16,00
T5.2	Infra. Design & Pilot	12,00	1,00	2,00						4,00	4,00				23,00
T5.3	Build, test, deploy	29,00	1,00	2,00						1,00					33,00
T5.4	Content Ingestion	6,00	2,00	4,00						2,00					14,00

Total		53,00	6,00	10,00	0,00	0,00	0,00	0,00	0,00	9,00	8,00	0,00	0,00	0,00	86,00
WP6															0,00
T6.1	Disseminating		1,00	3,00	19,00	2,00				4,00		2,00	2,00	0,40	33,40
T6.2	Attract. Content Providers			2,00	15,00	2,00	1,00	1,00	1,00	4,00		1,00	3,00	0,30	30,30
T6.3	Engaging scientif. Comm.	1,00		1,00	2,00	2,00				2,00			3,00	0,30	11,30
Total		1,00	1,00	6,00	36,00	6,00	1,00	1,00	1,00	10,00	0,00	3,00	8,00	1,00	75,00
WP7															0,00
T7.1	Project Admin	12,00	1,00	1,00	1,00	1,00	0,50	0,50	0,50	1,00	1,00	1,00	2,00	0,50	23,00
T7.2	Project Coordin.	12,00	1,00	1,00	1,00	1,00	0,00	0,00	0,00	0,50	1,00	0,50	0,50	0,00	18,50
T7.3	Quality assur.	3,00													3,00
T7.4	Perform. Measurem.	2,00	0,50	0,50	0,50	0,50	0,30	0,30	0,30	0,50	0,50	1,00	5,50	0,30	12,70
T7.5	Business Mngt	5,00	0,50	0,50	0,50	0,50	0,20	0,20	0,20	1,00	0,50	0,50	2,00	0,20	11,80
Total		34,00	3,00	3,00	3,00	3,00	1,00	1,00	1,00	3,00	3,00	3,00	10,00	1,00	69,00
Grand Total		**115,00**	**67,00**	**67,00**	**84,00**	**66,00**	**12,00**	**12,00**	**12,00**	**56,00**	**89,00**	**23,00**	**49,00**	**12,00**	**664,00**

The content providers have allocated effort on all WP3 tasks except T3.4 (local repositories).
All partners have allocated effort on T2.9 (BPN workshops), and for input to project management T7.1, T7.4 and T7.5
All WP-leaders have allocate effort on Liaison with Europeana (T2.2) and on coordination across WPs (T7.2) and T7.5 (business model for sustainability.

B3.3 Project management

Work package 8 will be dedicated to the project management and to finding solutions for the long-term sustainability of the project's results in terms of the legal state of the BPN, its relationship to the IALHI network, its internal rules and procedure and its link to the EDL- Foundation.
WP7 will develop viable alternatives for the financial and organisational sustainability of the HOPE network and the HOPE infrastructure and services.

The principles of project management structures, roles, procedures, decision making and conflict resolution rules are briefly outlined in this paragraph. These will be detailed and formally adopted in the Consortium Agreement which all partners will sign in case a project contract is awarded.

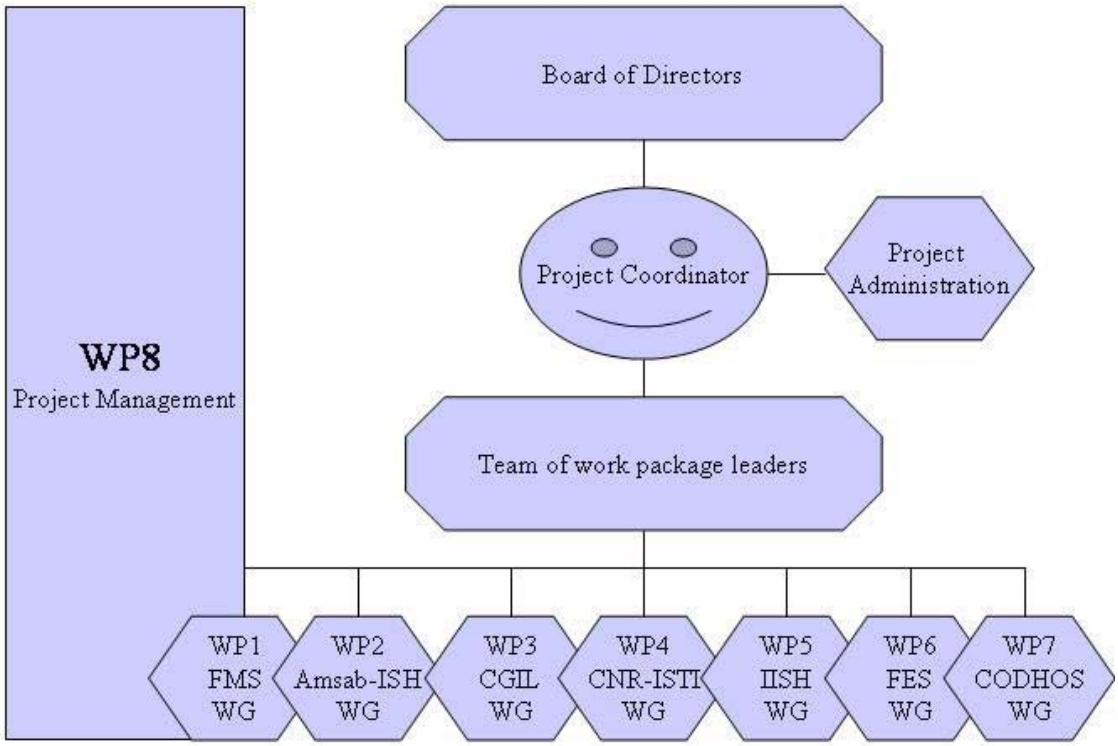
Management structure and roles

Board of Directors

A board of Directors will govern the results of the project and will be in charge of all strategic and policy decisions to be made during the project lifetime.
Its main goals are:

1) to enable the successful realisation of the HOPE project. This concerns assuring the availability of institutional resources, resolving conflicts, and taking decisions concerning risks and change management, budget revisions or amendments to the programme of work.
2) to establish a sustainable organisational framework for the network and to lay the groundwork for forming a regular organisational structure to operate the HOPE infrastructure and services. The Board will be responsible for devising a consolidated and viable exploitation plan.

The board of Directors consists of the directors of the institutes that provide a work package leader: FMS, AMSAB-ISG, CGIL, CNR-ISTI, KNAW-IISG, FES and the general secretary of the IALHI.
The board will meet for the project kickoff and annually thereafter.



Project Coordinator

The Project coordinator manages the results of the project and is responsible for the overall planning and budget and reports to the Board of Directors and to the EC on results achieved and budget expenditures. The coordinator is responsible for the scientific and technical direction of the project, leads the team of work package leaders and directs the carrying out of the work plan. Finally, the coordinator is responsible for the project administration and heads the project office in Amsterdam. The coordinator will hold 4 Consortium meetings (= project management meetings), including the kick-off meeting at the beginning of the project.

Project administration

The project administration is situated at the KNAW-IISG project office in Amsterdam. The staff members of the project administration take care of the project documentation, organisation of the management meetings, internal communications, budget administration, cost declarations and securing payments to the partners, etc.

Team of work package leaders

The team of work package leaders is a coordinating body responsible for coordinating the work and the WP tasks, managing the dependencies across the work packages and resolving all issues at the operational level. The team is responsible for the quality of the deliverables and reporting on results achieved and resources spent. The team will meet twice a year and communicate electronically to conduct the day-to-day running of the Consortium. Ad-hoc meetings may be needed at a more operational level to coordinate progress on specific work packages or issues. The need for such meetings will be determined by the coordinator in consultation with the work package leaders.

WP leader

The WP leader is responsible for the coordination of the tasks and carrying out of the work in a work package, as described in the programme of work. He/she establishes the detailed schedule of the work

package, reports on a three-monthly basis on progress and status of work to the project coordinator, presents reports at external reviews and organises the peer-review of the work package deliverables.

WP working groups
Each work package leader manages the results of his/her work package and leads a working group with experts provided by the participants to carry out the tasks of the work packages. The working groups hold meetings. To retain operational flexibility and efficiency no specific pattern is established for these meetings at the planning stage, but budget has been included for 2 such meetings in each work package. Most communication will take place electronically.

Task leaders
The task leader is responsible for coordination and the carrying out of the activities of a work package task, as described in the programme of work. He/she establishes the detailed schedule of the task activities, reports on a three-monthly basis on progress and status of the activities to the WP-leader and organises the peer-review of the task deliverables.

Planning and Reporting*:*
Administrative planning, monitoring and reporting is the responsibility of the Project Coordinator and will be reported to the EC via six-monthly reports (which will include Cost Statements once per year). Each six-monthly report will contain indicators on the progress of the work: work done against the workplan, what has to be done and a detailed plan for the following months. Monitoring of the progress of the project according to the workplan will be conducted by the team of WP-leaders, at all of its meetings.
Monitoring of the project budget consumption will be conducted by the Coordinator and discussed during the Consortium meetings.

Deliverables Handling*:*
The responsibility for the production and quality of the deliverables lies with each WP-leader. Each Task-leader who provides a contribution will guarantee quality and appropriateness. The team of WP-leaders will assign a review team for each deliverable. The review team will fill in a Quality Control form for the deliverable. The team of WP-leaders will approve both the quality report and the deliverable before the deliverable is issued.
The Project Coordinator submits the deliverable to the EC Project Officer.

Project repository*:*
The Coordinating Partner (KNAW-IISG) maintains the official project repository storing all documents
produced by the project. All project partners will be granted access to the project repository. All documents (internal reports, meeting minutes, deliverables) are recorded in the repository; it is each participant's responsibility to make sure that project documents are made available via the project repository.

Orange and Red flags*:*
Exceptional problems are reported via the WP-leader to the Coordinator and dealt with through the team of WP-leaders. Red flags are always reported by the Coordinator to the Board of Directors and the EC Project officer.

Reviews:
The external reviews will cover Progress Reports, deliverables and software demonstrations. Their schedule is established with the EC Project Officer about every 12 months.

B3.4. Security, privacy, inclusiveness, interoperability; standards and open-source

Through close liaison between the KNAW-IISG, CNR-ISTI and the EDL Foundation, HOPE will be well positioned to ensure interoperability and shared solutions and technology.

As Europeana is moving into Open Source and Community sharing practices, the opportunities for full alignment, compatibility and integrated services will grow. The HOPE BPN will participate actively in the Europeana Community and make full use of tools being shared, such as the metadata ingestion dashboard and the Europeana Search API.
The ingestion of metadata from HOPE into Europeana is expected to be done on the model followed now by the Europeana Local projects. The test site EuropeanaLabs will be used to test the ingest of HOPE content.

The HOPE Aggregator Service will be realised by relying on the technology developed by the DRIVER project and on the application framework it offers. This technology consists of an open service system that enables the creation and maintenance of infrastructures capable of (*i*) supporting the construction of Information Spaces of digital objects collected from a number of heterogeneous archives and (*ii*) the realisation, on top of such Information Spaces, of service-oriented applications, whose services can be shared and re-used in the context of others. With respect to this last point DRIVER provides also a number of predefined services for harvesting, aggregation, search and access of objects that can be exploited in building a digital library application.
To achieve the objective of the HOPE project, the DRIVER technology will be *exploited* to deliver a reliable HOPE distributed service and *extended* to address the specificities of the target community. The HOPE service will rely on (*i*) the aggregation mechanisms of the DRIVER system to federate existing repositories and to form a HOPE Information Space and (*ii*) the set of services realising the expected HOPE functionality on top of such aggregated information space, namely an advanced multilingual search service for discovery of material over the institutional repositories. Because of the intrinsically distributed nature of the service to be delivered, as well as of the issues resulting from the scale and dynamicity of the constituents, the most appropriate solution is to build the HOPE service on an HOPE own *infrastructure*. This infrastructure will consist of a number of HOPE *sites* that will be decided during the project in order to guarantee an appropriate quality of service. The *openness* and *scalability* properties of the infrastructure will permit the future addition of new sites, new services, and the easy and automatic integration of new archives in the Information Space.

The HOPE shared repository will be built on the basis of existing open source software. Fedora Commons and the DSpace Foundation, two of the largest providers of open source software for managing and providing access to digital content, have announced in May 2009 that they will join their organizations to take the lead in open source technologies for global communities who manage, preserve, and provide access to digital content. The joined organization, named "DuraSpace," will sustain and grow its repository platforms - Fedora and DSpace. This development is very promising. As Clifford Lynch commented: " It will focus resources and talent in a way that should really accelerate progress in areas critical to the research, education, and cultural memory communities. The new emphasis on distributed reliable storage infrastructure services and their integration with repositories is particularly timely." [press release, 12 May 2009).

For HOPE ***investing in open source solution means investing in sustainability,*** because you can share the costs of development and testing, and share and validate your requirements with those of the heritage community.

All the work done within HOPE on standardisation (necessary for compatibility across formats) and on protocols (required for exchanging content), adhere to the W3C recommendations (XML, URI, etc.), international best practices and standards in the cultural heritage sector (MARC21, EAD, Dublin Core, METS, etc), open interoperability standards (OAI-PMH, SRU, etc.) and makes use of existing solutions (eg. the ARK identifier scheme and the CNRI-Handle system for resolving persistent identifier).

In areas of semantic interoperability, multi-linguality and cross-language searching, the BPN will re-use available multilingual resources and tools, e.g. those implemented in the context of the European Project MultiMatch.

B3.5. Resources to be committed

Table H. Table with an overview of the total costs, with the personnel costs broken down in staff categories and their monthly rates.

Cost distribution - DoW - section B3.3 - March 2010											
Beneficiary		Personnel		Monthly		Total	Total				
Nr.	Short Name	Category	PM	Rate	Costs	PM	Personnel Costs	Subcontracting	Other costs	Total	EC contribution
1	IISH					**115**	**716.127**	**29.500**	126.362,00	**871.989,00**	**697.591,00**
		Project coordinator	7,5	9.526	71.449						
		Researcher sr	21,5	7.395	158.992						
		Researcher jr / ICT-specialist sr	24,5	6.373	156.132						
		ICT-specialist medior	17	5.696	96.833						
		ICT-specialist jr	30	5.229	156.890						
		Admin.assistant	14,5	5.229	75.830						
2	Amsab-ISH					**67**	**348.464**		22.600,00	**371.064,00**	**296.851,00**
		Researcher sr	19	7.040	133.760						
		Researcher jr	48	4.473	214.704						
4	CGIL					**67**	**283.069**		34.600,00	**317.669,00**	**254.135,00**
		Reseacher sr	15	4.025	60.375						
		Researcher jr	20	3.349	66.980						
		ICT-specialist sr	8	7.188	57.504						
		ICT-specialist jr	22	4.140	91.080						
		Admin.assistant	2	3.565	7.130						
5	FES					**84**	**314.328**		45.000,00	**359.328,00**	**287.462,00**
		Researcher jr	24	4.222	101.328						
		ICT sr	60	3.550	213.000						
6	FMS					**66**	**195.848**		26.200,00	**222.048,00**	**177.638,00**
		Reseacher sr	12,4	5.157	63.947						
		Researcher medior	14,2	2.431	34.520						
		Researcher jr	5,0	2.063	10.315						
		ICT-specialist sr	15,1	3.241	48.939						
		ICT-specialist jr	7,0	2.210	15.470						
		Admin.assistant	12,3	1.842	22.657						

7	SSA					**12**	***(61.561)***		*(11.200,00)*	***(72.761,00)***	**0,00**
		Researcher sr	6,5	6.000	39.000						
		ICT-specialist jr	5,5	4.102	22.561						
8	TA					**12**	**42.672**		11.900,00	**54.572,00**	**43.657,00**
		Researcher sr	12	3.556	42.672						
9	VGA					**12**	**42.360**		11.200,00	**53.560,00**	**42.848,00**
		Researcher jr	12	3.530	42360						
10	KEE/OSA					**56**	**178.220**		20.600,00	**198.820,00**	**159.056,00**
		Reseacher sr	12	3.990	47.880						
		Researcher jr	17	2.660	45.220						
		ICT-specialist sr	11	4.256	46.816						
		ICT-specialist jr	13	2.394	31.122						
		Admin.assistant	3	2.394	7.182						
11	CNR-ISTI					**89**	**345.124**		36.000,00	**381.124,00**	**304.899,00**
		Reseacher sr	25	5.652	141.300						
		Researcher jr	36	4.329	155.844						
		ICT-specialist sr	26	1.614	41.964						
		Admin.assistant	2	3.008	6.016						
13	EDLF					**23**	**159.095**		39.800,00	**198.895,00**	**159.116,00**
		Proj. Coordinator	5	6.275	31.375						
		Interop. Manager	6	6.275	37.650						
		Scient. Coordinator	2	6.275	12.550						
		Marcomms mnger	3	6.275	18.825						
		Bus.Dev. Manager	2	8.385	16.770						
		Config. Manager	2	8.385	16.770						
		Tech. Developer	2	8.385	16.770						
		Exc. Director	1	8.385	8.385						
14	UPIP					**49**	**212.128**		20.200,00	**232.328,00**	**185.862,00**
		Researcher jr	12,8	4.698	60.134						
		ICT-specialist sr	5,0	4.434	22.170						
		ICT-specialist jr	31,2	4.161	129.823						
15	GENERI					**12**	**43.788**		11.200,00	**54.988,00**	**43.990,00**
		Researcher jr	12	3.649	43.788						
	Total					**664**	**2.881.223,00**	**29.500,00**	405.662,00	**3.316.385,00**	**2.653.105,00**

Sub-contracting costs

KNAW-IISG is WP5-leader and responsible for setting-up the HOPE content repository. The storage of the thousands of files takes up a lot of storage capacity, because the files are hi-resolution scans and include film and video recordings. The purchase of storage racks and disk cabinets goes in tranches of 22 TB. The inventory of storage capacity necessary for storage & back-up of the files listed in Table0 shows that the amount of storage required will lie in-between 44 TB and 66 TB.

KNAW, the Royal Academy of Sciences in the Netherlands, has a framework contract with SARA Computing and Networking Services to carry out ICT storage management tasks for the KNAW-institutes. SARA started as the Amsterdam University Computer Centre and has developed a robust and scalable infrastructure of data centres and manages currently more than 7 PetaBytes of storage. It has a track record and is leader in providing ICT services to the academic sector. The framework contract has been established on the basis of SARA's pricing policy for academic institutions in the Netherlands and offers therefore good value for money. This framework contract will be used to implement the storage infrastructure necessary for the HOPE content repository.

For calculating the HOPE repository storage infrastructure costs, the WP5-leader has chosen for the following technical solution:

KNAW-IISG currently hires storage racks at the SARA collocation centre in Amsterdam and intends to expand this for the needs of WP5. It will purchase the necessary high performance SAN capacity. The same infrastructure at SARA will be replicated at IISG. One will be used for the online storage and the other for the back-up storage. This solutions is cheaper than hiring TAPE storage from SARA for back-up and "pay as you grow". Outsourcing the online storage to SARA is even more expensive.

The cost estimation for the storage management is based on the following costs:

- The purchasing costs of hardware (92.262 €). They are included in the Other Costs table below.
- The costs incurred by SARA for collocation (29.079 €) are included as Sub-contracting costs in the table above. They cover the costs for power and patch-boxes.
- The costs for the storage & back-up administration are included as person-months in the personnel costs of the KNAW-IISG.

Other Costs

Table J. Table providing a summarized view of the "Other costs" per Beneficiary.

HOPE - Other costs per participant - version 4

				English										
Languages/regions to be supported			Italian	German	Spanish				Slovenian			French		
	IISH	**Amsab**	**CGIL**	**FES**	**FMS**	**SSA**	**TA**	**VGA**	**OSA**	**ISTI**	**EDLF**	**UPIP**	**GENERI**	**Total**
Cost Category														
WP6 Translations			1.500	3.000	1.500				1.500			1.500		**9.000**
WP6 4 regional workshops organisation			3.000						3.000			3.000		**9.000**
WP6 Communication materials				10.000										**10.000**
WP6 HOPE/IALHI website design	5.000			5.000										**10.000**
WP2 BPN workshops	3.000	3.000			3.000									**9.000**
WP4 Equipment										20.000				**20.000**
WP4 EuropeanaLabs											30.000			**30.000**
WP5 Equipment/storage	93.162													**93.162**
WP8 Financial audit report for EC	7.000									2.000				**9.000**
Total Travel & subsitence	18.200	19.600	30.100	27.000	21.700	(11.200)	11.900	11.200	16.100	14.000	9.800	15.700	11.200	**217.700**
Total	**126.362**	**22.600**	**34.600**	**45.000**	**26.200**	**(11.200)**	**11.900**	**11.200**	**20.600**	**36.000**	**39.800**	**20.200**	**11.200**	**416.862**
Travel & subsistence														
HOPE Kick off meeting		700	700	700	700	(700	700	700	700	700	700	700	700	**8.400**
3 annual Board meetings	1.400	1.400	2.100	1.400	2.100					2.100				**10.500**
6 meetings WP-leaders	3.500	3.500	3.500	3.500	3.500					3.500				**21.000**
2 meetings per WP	9.800	9.800	9.800	8.400	8.400	(5.600)	5.600	5.600	8.400	5.600	7.000	7.000	5.600	**96.600**
WP3 leader and UPIP in France travels to local implementors			7.000									1.000		**8.000**
WP6 leader travels for networking (tour d' Europe)				6.000										**6.000**
4 WP6 workshops			2.100	2.800	2.800		700		2.100			2.100		**12.600**
3 BPN workshops	1.400	1.400	2.100	2.100	1.400	(2.100)	2.100	2.100	2.100	2.100	2.100	2.100	2.100	**25.200**
WP6 IALHI & ESSHC presentations/ws	2.100	2.800	2.800	2.100	2.800	(2.800)	2.800	2.800	2.800			2.800	2.800	**29.400**
	18.200	**19.600**	**30.100**	**27.000**	**21.700**	**(11.200)**	**11.900**	**11.200**	**16.100**	**14.000**	**9.800**	**15.700**	**11.200**	**217.700**

These costs include travel and subsistence as specified in the work plan, for project meetings, BPN workshops and the WP6 regional workshops. It also includes the WP3-leader travel costs for site visits to local implementers and WP6-leader travel costs for networking around Europe.
The translation costs are to cover 5 languages for the outreach activities. The equipment costs for KNAW-IISG are storage and backup costs (see above) + the costs of 3 servers (database, application and front-end server) for the HOPE repository.

The test site EuropeanaLabs is being set up in the Europeana development and testing facility at CNR-ISTI for content providing projects to ingest their metadata and make sure the ingest works and the metadata displays correctly. Europeana will charge costs for the use of this testing and experimentation facility. Europeana's Content Checker will also be used by HOPE for content ingestion. CNR-ISTI is currently hosting the machine that provides these services, although EDLF is invoiced for this. These costs are recovered by spreading them across the budgets of the Europeana family of projects. They cover the hardware, hosting, administration and maintenance and the development of the Europeana Content Checker and EuropeanaLabs for the duration of the HOPE project. For this reason, the costs for hosting these services partly need to come from the HOPE budget. HOPE has therefore allocated an appropriate sum of money (10.000 euro per year) in its project budget to ensure that such testing can be done throughout the project duration.

B3.6 Dissemination / Use of results

The IALHI platform will be the main dissemination and awareness-raising platform for the BPN.

- *Dissemination of project results* will be done through the appropriate channels:
  - To reach the IALHI community dissemination will take place at IALHI annual conferences and on the IALHI website, using the IALHI news feed.
  - To inform and exchange information with the colleague institutions: archives, libraries and museums, dissemination will take place at the national level (e.g. nationally based thematic portals such as the German Clio-online) and targeted presentations at international conferences.
  - Dissemination through Europeana channels will target other BPN in ICT PSP 2.2 projects in particular and eContentPlus, PSP-projects and other relevant EU-projects in general.
  - To reach the research community, the traditional brochure and presentations in conference proceedings are still very effective. The social history conferences in the coming three years will be the main target (2 ESSHC conferences and 3 IALHI conferences)
  - Regular conferences of professional associations in the heritage sector: ICA, IFLA, CESSDA, etc.
  - To reach other potentially interested groups, another approach will be followed using Web 2.0 channels and social networks. Targeting: informal learners, citizens, youth, etc.