

NARRATIVE

1. Applicant Information

The Colorado Digitization Project (CDP), in collaboration with 5 Colorado historical societies/history museums, will create COLORADO'S MAIN STREETS: VIRTUAL WALKING TOURS OF COLORADO'S HISTORIC COMMUNITIES AND THEIR HISTORIC ARCHITECTURE, a pilot project that will create a collection of virtual walking tours accessible via the Internet.

The Colorado Digitization Project, is a project of the Collaborative Digitization Program, a Colorado not for profit organization. The Project's mission is to provide the people of Colorado with access to the historical, scientific and cultural resources supporting their personal, community and economic development. Through a collaborative effort of Colorado's archives, historical societies, libraries, and museums access to the special collections and unique resources will be provided through digitization of selected resources. Established in the fall of 1998, there are now more than 56 institutions participating in the CDP.

The CDP website (<http://coloradodigital.coalition.org>) provides a gateway to the digital images available through Colorado's cultural heritage institutions' web sites. Over the next year, the CDP is funding 29 collaborative digitization projects that will expand the number of institutions providing digital images via the Internet from 27 to more than 50, and increase the number of images available by 50,000, to more than 140,000 images. Since January 1999, the CDP web site has had more than 400,000 hits from 57 countries. To assure efficient access, the CDP has adopted standards for creating digital content metadata. Librarians, archivists, and curators are being training in all aspects of digitization. To assure quality images, five regional scan centers with high quality equipment have been established for project participants' use. The CDP project increases awareness of the digital objects, while expanding use of primary source materials in the education community, aiding in meeting the state education standards. The finding tools on the CDP web site include a clickable map and (later this year) a catalog (database) of web site content and individual images. The clickable map supports local economic development by promoting local historic, cultural and scientific resources to the people of Colorado and the world (Appendix A). The catalog provides access to the digital resources through a full range of access categories, including town and building name, subject categories, and keyword access (Appendix B).

In the last six months, the CDP has been meeting with selected Colorado historical societies and history museums identifying needs that can be addressed through a collaborative digitization initiative and Internet distribution.

The CDP operates under grants from the Institute of Museum and Library Services, the Colorado State Library and the Colorado Regional Library Systems. The Colorado Alliance of Research Libraries provides office space and technology and telecommunication support for the CDP. Key CDP partners include: the University of Denver (Penrose Library, Anthropology Museum, Beck Archives); the University of Colorado (Norlin and Music Libraries); the Denver Museum of Nature and Science, in collaboration with the Summit Historical Society; the Littleton Historical Museum; Historic Denver, Inc.; Fort Lewis College (Center for Southwest Studies); the Boulder History Museum; Historic Manitou, Inc; and the Museum of Western Colorado in partnership with the Mesa County Historical Society and many others.

2. Purpose of the Grant

COLORADO'S MAIN STREETS: VIRTUAL WALKING TOURS OF COLORADO HISTORIC COMMUNITIES AND THEIR HISTORIC ARCHITECTURE is a pilot project that will demonstrate that historic museums and societies, working with the CDP can expand availability of information on historic preservation activities to the people of Colorado, increasing their knowledge of the historic preservation and it's importance to the community, the local community and their historic preservation initiatives, buildings and sites, and by promoting the availability of in-person tours through Internet accessible web sites. It will support the historic preservation community's efforts to educate the public about the value of preservation; the role historic structures play in livable communities, encourage heritage tourism, and offer opportunities for students and teachers to use the sites as educational tool.

The project will address the concerns of the local historical societies regarding Americans with Disability Act compliance, by offering a viable alternative to onsite visits. The project will not merely digitize existing walking tours, but go beyond them to offering interpretative information regarding historic preservation, historic buildings and lessons supporting the K-12 communities educational needs, accessible via the web.

The pilot project that will assist the historical societies/museums in 5 communities in developing virtual internet-based walking tours utilizing a full range of resources texts, maps, photographs on their historic sites and preservation activities. The partner organizations include the Aspen Historical Society, Historic Manitou, Inc, Historic Denver, Inc., Littleton Historical Society, and Overland Trail Museum in Sterling. A total of 80-90 historic sites/buildings will be highlighted through as many as 250 digital images and associated interpretative information. Each project will develop a web-based virtual tour, accessible from their local site and linked through the CDP web page. Appendix A illustrates how access via the CDP website will be achieved. A sample of the Aspen Historical Society e-tours provides an example how an organization can approach the walking tour. In this case Aspen would add additional sites and develop the historic preservation component, possibly along the lines of the their sidebars on Native Americans.

The grant funds will support technical assistance on all aspects of digitization through CDP staff and consultants and mini-grants to assist participants with the costs of historical research, designing the local web-based virtual tour, development of the interpretative tour, and the digitization of materials. The CDP will develop a new section on it's website that will be a model for a statewide tour of historic preservation sites, including those created by the project and others available on the Internet. The CDP and the project participants will work with representatives from the local school districts in developing at least one lesson plan for use by their schools to meet the Colorado History Standards.

Additionally the CDP will train at least three additional historical societies in digitization preparing them for future virtual walking tour projects. These three projects have already identified buildings that would be included in the project.

Description of importance of project: Many communities in Colorado have produced walking tours of historic sites in the form of brochures and tour scripts, promoting their historic preservation activities, the historic architecture of the community, and attracting visitors to the community. Our project partners, report ADA compliance is a major issue. Structures that cannot be made fully wheel chair accessible, buildings with narrow stairways, and sites with historically accurate, but uneven walkways and grounds offer limited accessibility for those with physical disabilities. Many of these barriers cannot be overcome to provide full access to the facilities. The virtual walking tour project provides the opportunity demonstrate how organizations can share Colorado's rich architectural heritage with those who cannot physically visit the site or a portion of the site by offering a virtual tour. The project will also increase awareness among participants that handicapped accessibility should be a priority and can be addressed in a new and innovative way.

The use of the Internet and web technology by historical societies/historic museums has been largely limited to marketing and promotional activities. One of the principal education and promotional mainstays of the historical society, the walking tour has not taken full advantage of the web. This project will demonstrate how the organization can incorporate use of new technologies to meet their missions, reach new visitors, offer expanded access to their unique resources, and in the case of one project, make their tour available to higher education historic preservation classes. This project will demonstrate how those tours can be incorporated into existing websites, as well as deliver the enhanced interpretative and educational content on historic architecture, preservation, etc.

The project also offers new means of promoting heritage tourism by addressing the limitations of in person and printed walking tour. All of our participants reported a need to overcome the limitation of printed brochures, a limit on the number of images and information regarding an historic site and preservation activities, cost of production, and datedness of printed brochures. Many of the walking tours are only available during the limited hours of operation, with two of our participants offering summer only tours and one offering only self-guided tours. Weather and the remoteness of an area is another barrier to visitation. The lack of funding or staff expertise to market walking tours, limits the ability of organizations and communities to encourage heritage tourism. These barriers to preservation education, the understanding of local history and interaction with Colorado's historic built environment can be overcome by expanding the information available via the Internet through virtual walking tours. Each project will work with local chambers of commerce and historic commissions to assess the impact of the virtual tour on site visitation.

In addition to addressing the issues of physical access, increased use of technology, offering access to the physically disabled, and encouraging heritage tourism, this project addresses another segment of our population that is largely under served by the preservation community, the K- 12 community. Local schools need assistance to incorporate teaching with historic sites into the Colorado Education Standards for history. Many teachers include units on local history in the classroom, including onsite museums and historic sites visits. Unfortunately, teacher knowledge of historic architecture and preservation is limited and places for study are limited to the proximity of the school to the site, the transportation budget, and the awareness of the teacher of the site. This project will allow teachers and students to access these historic

resources regardless of their location in the state, their transportation budget, or the time of year that they are studying local and Colorado history and historic architecture. Pre- and post-site visit learning aids and lesson plans will be provided to those who visit in person, and via the Web.

Description of the goals and objectives for the purpose of the grant: As outlined in *Preservation 2000*, this project meets the following goals.

GOAL A: Educate and inform all people about the importance of properly preserving Colorado's cultural resources.

The CDP and the partnering communities believe that the best way to meet this goal is by creating virtual walking tours and making them accessible via the Internet. The tours will enhance information on the importance of historic preservation, the history of the community, and information for the lifelong learner on historic preservation methods. Profiles of community history, information on economic development issues, and more will be linked through the virtual walking tour and web sites.

GOAL G: Encourage and support responsible heritage tourism as a means of knowing and preserving Colorado's historic and prehistoric resources. The Internet based virtual tours will expand knowledge of the unique historic structures and sites in Colorado by providing the virtual walking tours. The CDP web site has a positive track record of attracting Internet users from around the world. This project, accessible through the CDP web site will bring new and potential tourists to local communities. Both the clickable map and the catalog (database) will allow visitors interested in architecture, historic preservation, community history, genealogy and other related topics, to discover what is available for in-person visits.

Specific project goals:

1. Demonstrate the virtual walking tours can address ADA concerns.
2. Develop a model for the creation of additional virtual walking tours of their historic buildings/sites and their preservation activities, including how web and Internet technology can be used by historical societies and museums.
3. Expand information on each historic building and/or site or community, including items of architectural significance, historic persons connected to the site or the preservation process, community history, the restoration or preservation process, and economic development opportunities.
4. Create virtual walking tours utilizing digitization technology, web technology and the Internet.
5. Develop a CDP website clickable map highlighting the virtual tours created through this project.
6. Provide a new delivery mechanism for historical society and museum educational materials.
7. Increase use of the onsite visits through promotion with the virtual walking tours, increasing visits to the local communities. (There is nothing like seeing historic sites in person!)
8. Expand the business communities' understanding of the relationship between economic development and historic preservation.

Public benefit of the project: To expand the knowledge of the role of historic buildings and sites in Colorado history, people must be able to visit these sites. Due to the remote nature of many Colorado communities, the sometimes-difficult winter weather, issues of physical access, and the lack of knowledge of these important sites, only a limited number of individuals visit historic sites annually. Our project participants average from 300-2300 visits annually. The Colorado Digitization Project and its partners believe that the creation of virtual walking tours offer a new opportunity for the people of Colorado, and in fact, the world, to learn about Colorado's cities and towns, their unique architecture, preservation efforts, and history, attracting a projected three times as many virtual visitors and at least 10% more onsite visitors. Schools will be able to use the virtual tours in their lessons on historic sites and local history. Those with disabilities will be able to 'visit' sites that previously were inaccessible. The sites will be designed to encourage, and as a result, increase heritage tourism to the community, enhancing economic development of these communities. As a pilot program, much will be learned about the role of the Internet in the encouragement of the preservation and appreciation of Colorado's historic architecture. Even those who own historic structures will learn about proper preservation practices through the examples incorporated into the tours.

Timetable: (A detailed timetable is included in the Scope of Work)

January 2001-February 2001	Finalize participants, hire consultants
Mar 2001 – Apr 2001	Introductory training, initiate projects, meet with schools
May 2001 – November 2001	Scan images, design walking tours, create narrative, catalog images, design websites
December 2001 – March 2002	Complete websites, Develop lesson plans
April-May, 2002	Train teachers, train next group of project participants use in classrooms, Promote tours
June 2002 – July, 2001	Evaluation
August, 2002	Final report

Organizations/communities participating in the project. There are two groups of participants, the first group including: Aspen Historical Society, Historic Denver, Inc., Littleton Historical Society, Historic Manitou, Inc., and Overland Trail Museum will participate in the pilot project. Loveland Museum and Aurora History Museum have indicated an interest in completing the needed training, so that they can begin the creation of digital walking tours when additional funding becomes available. Boulder History Museum, Historic Georgetown, Fort Collins Museum, Colorado Springs Pioneer Museum and others have been surveyed regarding future participation.

Each of the participants have:

- Completed or have access to a CHS Historic Building Inventory survey or have developed detailed descriptions of potential sites, including history, architectural descriptions, alterations and preservation efforts.
- Have one or more buildings restored through State Historical Fund grants
- Created a walking tour script and/or a printed walking tour.
- Historic and current photographs that support the walking tour.
- Resources to develop appropriate interpretative content on historic preservation.
- A web site and the staff support and expertise to develop the digital walking tour
- Have demonstrated the ability to successfully complete a multi-faceted technology based project.

Long term sources/strategies for funding at end of grant period: Once created, each community will be responsible for maintaining their web site and digital images. The CDP, as the statewide infrastructure for the gateway to digital objects, will provide the ongoing infrastructure to support the links to these tours. The CDP will submit a proposal to the Institute of Museums and Library Service (IMLS) in March, 2001 under their Museums Online National Leadership program, expanding the current proposal. Colorado Historical Society State Historical Fund support could provide with a portion of the matching funds need for the IMLS grants, as well as a core group of experienced organizations.

3. Evaluation:

Expected results during the funding period, and methods of measuring success:

Goal	Measurement method
Create 5 virtual walking tours, providing educational and information on historic preservation activities	5 virtual walking tours are made available on the historical society/museum website and linked to through the CDP web site. Each site is demonstrably greater in content than the paper walking tour brochure.
Expand use of the Internet for distribution of educational information by historical societies and history museums participating in the project. Provide specific information for K-12 community and lifelong learners.	Arrange focus groups with curriculum coordinators in 3 communities to assess usefulness of walking tours for classroom use. Arrange focus group interviews with representatives from the local government and historical society of towns to determine if information on historic preservation will meet community needs.
Expand historic society/ museum staff knowledge of digital technology as a tool for expanding access to their sites.	Pre- and Post-test associated with training. Survey at least 2 representatives from each historical society/museum.

Increase participation in walking tours through digital walking tour. Increase visits to local community.	Web use and visit statistics from period prior to digital walking tour and after providing access via the Internet.
Sites to meet standards for accessibility.	The Center for Applied Special Technology's web site evaluation system (Bobby) to be utilized to evaluate each tour site. Each virtual tour should be able to display the Bobby accessibility symbol at the end of the project. (http://www.cast.org/bobby)

An additional measurement of success is the level of commitment that the partner organizations are making to the project. They are committing more than \$29,000 in in-kind contributions including project staff and local web support.

How will the results be used and/or disseminated?

The most important outcome will be to provide local historical societies/history museums with guidance and resources on development virtual walking tours, including training on use of digitization technology. As needed, the project will create materials that address the unique requirements of historical societies/history museums and add them to the Resources Toolkit currently available on the CDP website. This will include recommendations on how to use virtual walking tours for educational purposes, heritage tourism and improved access for the disabled. The outcome will guide the plans for future projects.

The project will be promoted through press releases announcing the awardees, project purpose and role in promoting historic preservation. These press releases will be sent to local and statewide newspapers. Notification will be sent to national journals and newsletters serving the state and local historical society community. As the sites are made available an additional press release will be distributed. The project report will be disseminated via the websites of the participating projects and the CDP. Written reports will be sent to participating communities chambers of commerce, economic development commissions, and the Colorado Department of Local Affairs. Local historical societies will be responsible for communicating information about the virtual walking tours within their communities. Representatives will make presentations at local historical society meetings, and the state historical society or Colorado Wyoming Museum Association meetings from the participating organizations and the CDP.

ATTACHMENTS

I. Scope of work (including timetable, with detailed activities)

- 1) January, 2001--Grant Announced
 - a) Complete agreement with SHF
 - b) Project participant finalization
 - i) Create letters of agreement
 - ii) Complete agreements
- 2) February, 2001
 - a) Hold orientation meeting with project participants
 - i) Provide information on CDP program, including tour of scan centers.
 - ii) Begin discussion of specific projects with partners in communities.
 - b) Hire historic preservation consultant
 - (1) Define position
 - (2) Recruit for consultant
 - (3) Select consultant
 - c) Conduct introduction to digitization workshop
- 3) March, 2001:
 - a) Consultants meet with individual projects
 - (1) Discuss selection of images
 - (2) Discuss development of expanded content for tours
 - (3) Define individual project timelines
 - b) Conduct introduction to scanning workshop
- 4) April, 2001:
 - a) Meet with local curriculum coordinators on how historic preservation and local historic sites can be used in selected K-12 class work in Spring, 2002
 - b) Projects select materials for inclusion in the tour
 - i) Identify additional photographs that must be taken
 - ii) Arrange for photos to be taken
 - iii) Identify other information sources to be included, local projects contract with researchers as required
- 5) May, 2001-November, 2001:
 - a) Initiate scanning activities
 - b) CDP Contract for cataloging of project web sites
 - c) Projects design web sites
 - i) Finalize local web site host
 - ii) Begin design of local web site
 - iii) Model selected web sites for multiple "views" for different visitor types
 - d) CDP design historic walking tour web site
 - i) Begin design, including review with participating projects
 - ii) Hire web designer to integrate local web tours into the CDP clickable map and separate tours pages
 - iii) Complete web site
 - e) Projects begin develop of interpretative information for the tours, including preservation information, etc.
- 6) December, 2001-March, 2002
 - a) Continue local projects web site development
 - i) Test web sites
 - ii) Load data
 - b) Continue scanning as required
 - c) Continue development of interpretative information
 - d) Work with K-12 community, developing lessons, working with school librarians and teachers on use of the lessons.
 - e) Develop promotional materials

- 7) April-May, 2002:
 - a) Load cataloging records into the global CDP catalog/database
 - b) Make local websites available
 - c) CDP web site
 - i) Test interactivity and links to local sites and other CDP functionality including catalog retrieval
 - ii) Begin linking project web sites
 - d) Meetings with local officials, chambers of commerce, demonstrating the new virtual walking tours
 - e) Teachers use the information in their classes.
 - f) Train second group of project participants.
- 8) June-July, 2002:
 - a) Evaluation.
 - i) Conduct focus group interviews or survey—K-12 participants
 - ii) Conduct focus group interviews with community representatives, etc.
 - iii) Survey historical society/museum participants
- 9) August, 2002: Final report

II. Line item budget:

NAME OF APPLICANT: Collaborative Digitization Program

NAME OF PROJECT: Colorado's Main Streets: Virtual Walking Tours of Colorado's Historic Communities and their historic architecture

PROJECT # _____

TASK	GRANT REQUEST	CASH MATCH	TOTAL
YR JAN. 2001-JULY 2002			
Project Management: 15% CDP			
Project director salary/benefits		\$19,000	\$19,000
Contract Services			
--Evaluation consultant	\$1,500		\$1,500
--CDP Website Design	\$3,000		\$3,000
--Historic preservation consultant (\$2,000 per project)	\$10,000		\$10,000
--Digitization specialist	\$15,000		\$15,000
--Metadata consultant (50 images x 5 sites x \$4/image)		\$ 1,500	\$1,500
Local Project costs			
--\$3,000 per project, Incentive grants to cover Non-equipment contracts and Other costs)	\$15,000		\$15,000
Other costs:			
--Teacher honorarium for curriculum development (\$500 per project)		\$2,500	\$2,500
--Scan center fees	\$3,000		\$3,000
--Supplies (CD for image storage, training materials, promotional materials)	\$1,000		\$1,000
--Travel for CDP and project staff		\$1,000	\$1,000
TOTALS	\$48,500	\$24,000	\$72,500

III. List of names and qualifications of key staff:

Liz Bishoff, Colorado Digitization Project, Project Director: Liz Bishoff has been the project director for the CDP since its inception in the fall of 1998, when she came to the CDP from her former position as Vice President for Member Services of Online Computer Library Center, Inc. Liz has extensive experience in working with diverse groups in collaborative initiatives. Liz has more than 20 year of experience with automation and its application to the cultural heritage community services. With a master's degree in library science and an undergraduate degree in history, Liz will bring to the project the depth of experience needed for a successful project.

Sue Kriegsman, Colorado Digitization Project, Operations Coordinator: The CDP's Operations Coordinator is responsible for the successful implementation of the regional scan centers, training program, and implementation of the digitization projects currently underway. Kriegsman has most recently worked with the Denver Public Library's Western Photo Digitization Project. She has a master's degree in library science with a concentration in archives. Sue is a certified archivist.

Historic Preservation Consultant: The project will contract with a historic preservation consultant who will advise the individual projects on how development of walking tours highlighting individual community's historic architecture and historic preservation activities. The consultant must meet the Secretary of Interior's Standards for Historic Preservation Professionals. Consultant will also work with the CDP Project Director on design of the CDP website so that historic architecture and resources are positioned appropriately.

Advisory Committee: The project will establish an advisory committee that includes Kris Christensen, Historic Denver, Inc; representatives from the institutions receiving grants; a business community representative from one of the communities, and CDP Steering Committee members Mona Hutchinson, Mesa Verde National Park and Lorena Donohue, Littleton Historical Museum. The committee will be responsible for advising the project management on key matters relating to historic preservation activities, overall project implementation issues, and strategies for continuance of the initiative.

IV. Technology summary: Technology will be a key component to this project. This section profiles some of the major technology-related components of the project.

Scanning: The Colorado Digitization Project has established five regional scan centers, located at
--Colorado State University, Morgan Library Fort Collins, CO
--Pikes Peak Library District, Colorado Springs, CO
--Pathfinder Regional Library System, Grand Junction, CO
--Southwest Regional Library System, Durango
--Denver metro area, at the University of Denver.

These centers are equipped with workstations and scanners to support scanning of textual materials (manuscripts, diaries, newspapers, etc.), photographs (negatives and opaque) and other materials that can be scanned on a flatbed scanner. For three-dimensional objects it is recommended that slides be created. The regional scan center staff supports the equipment and can assist participants in using the equipment, however they are not staffed to do the actual scanning. That activity must be done by the participating projects after training.

If a project wishes to either outsource the scanning component or acquire equipment to do it themselves, the CDP guidelines and standards for scanning are available on the CDP Website and guide the participate in scan specifications and equipment selection. The CDP standards reflect best practices of the industry. Project participants must comply with the minimum standards defined by the CDP.

Website: Each project will distribute their walking tour through their website. A website is a requirement for participation in the project, either managed by the historic society/museum or by a community partner. Depending on the approach each organization takes, users may need software to view/listen to the content. It is recommended that the required software be widely available at no cost to the user. Website should be accessible by all major browsers (i.e. Netscape and Microsoft Explorer.)

The CDP will create a section on its website to promote the community websites with digital walking tours. We will design this section in cooperation with the project participants. In addition, the CDP will create links from its clickable map, promoting all projects geographically.

Accessibility: Each website must comply with the accessibility standards established by the Center for Applied Special Technology's web site evaluation system (Bobby), <http://www.cast.org/bobby>.

Photography: Some projects may need to take photographs of current historic buildings. We are recommending the use of quality 35 mm cameras rather than digital cameras, since the resolution is much higher than for the digital camera output (unless extremely expensive digital cameras are available). It is recommended that the participants consider use of a professional photographer to get the highest quality photos.

Telecommunication: The Colorado Alliance of Research Libraries provides the CDP use of its telecommunication network and supports the CDP website on its servers. The State Library of Colorado and its ACLIN (Access Colorado Library Information Network) program is supporting the CDP database, into which all records describing walking tour digital images will be loaded.

ORGANIZATION NAME: Collaborative Digitization Program

ADDRESS: 3801 E. Florida Ave., Suite 515, Denver, CO 80210

EMPLOYER ID #: _____

CONTACT PERSON: Liz Bishoff
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(Title)

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PROJECT TYPE: Acquisition and Development Education Survey and Planning

NAME OF PROPERTY/PROJECT: Colorado's Main Streets: Virtual Walking Tours of Colorado's Historic Communities and Historic Architecture

PROJECT LOCATION: 5 communities—Aspen, Littleton, Sterling, Manitou Springs, Denver

BRIEF DESCRIPTION OF REQUEST: to create virtual walking tours for communities that have completed historical building inventories providing educational information on the historic preservation activities, the historic buildings and sites, address issues of physical access to historic sites, and promote heritage tourism.

AMOUNT OF REQUEST:

	Year One	Year Two	Year Three	Year Four	Total
Grant Request:	\$48,500	_____	_____	_____	\$ _____
Cash Match:	\$24,000	_____	_____	_____	_____
Total:	<u>\$72,500</u>	_____	_____	_____	_____

Signature of Legally Authorized Representative

Date

Signature of Municipal or County Authorized Representative

Date

Signature of Legal Owner

Date