



# DPOE-N

## Digital Preservation Outreach & Education Network

### Digital Preservation Outreach and Education Network (DPOE-N) Microfund for Digital Preservation Professional Development: Rubric for Institution and Individual Selection

Updated: September 13, 2021

Evaluation Factor	2 - Highly Recommend for Funding	1 - Recommend for Funding	0 - Do not Recommend for funding
Status of the Institution as a Scholarly Resource (if applicable)	Useful collections to scholars and the public. Evidence can include new collections, compelling anecdotes, surveys indicating utility, citations in scholarly works, and statistics reported.	Useful collections to scholars and the public, or good potential for scholarly utility. Evidence can include new collections, compelling anecdotes, surveys indicating utility, citations in scholarly works, and statistics reported.	No or very limited evidence of scholarly utility or potential.
Status of the Institution's ability to collect/manage/preserve/provide access to digital information (if applicable)	No or very few born-digital materials are collected / managed / preserved or provided access to. No member of staff has digital preservation training or background.	Very few born-digital materials are collected / managed / preserved or provided access to. May have one staff with digital preservation background, but more staff need to get on-board.	Leading institution in the U.S. for digital preservation, as evidenced from surveys, staff reports at professional conferences, and staff expertise in CVs/resumes.

<b>Evaluation Factor</b>	<b>2 - Highly Recommend for Funding</b>	<b>1 - Recommend for Funding</b>	<b>0 - Do not Recommend for funding</b>
Status of the Institution's Diversity in Collections and Communities (if applicable)	Institution has significant collections that document diversity especially racial/ethnic diversity, gender, and sexual orientation. Also, has significant ties to diverse communities that could be leveraged to build diverse collections.	Institution has significant collections that document diversity especially racial/ethnic diversity, gender, and sexual orientation. Or, has significant ties to diverse communities that could be leveraged to build diverse collections.	Institution does not have diverse collections that document diversity especially racial/ethnic diversity, gender, and sexual orientation. And, there is no evidence that the institution has significant ties to diverse communities that could be leveraged to build diverse collections.
Status of the Individual's previous and future commitment to promoting diversity and/or diverse communities in your work (if applicable)	Individual has significant experience working with collections that document diversity especially racial/ethnic diversity, gender, and sexual orientation. Also, has ties to, interest in promoting the work of, or is a member of these communities.	Individual has experience working with or desire to work with collections that document diversity especially racial/ethnic diversity, gender, and sexual orientation. Or, has ties to, interest in promoting the work of, or is a member of these communities.	Individual has no experience working with or desire to work with collections that document diversity especially racial/ethnic diversity, gender, and sexual orientation. And has no ties to or interest in promoting the work of members of these communities.
Supervisor Letter or Professional Reference	The supervisor letter or professional reference confirms that institutional and/or individual needs and is enthusiastic.	The supervisor letter or professional reference confirms the institutional and individual needs, but may indicate some lack of support, such as	The supervisor letter denies the institutional or individual needs, or is not in support.

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		inability to have staff away for professional development, or previously observed lack of commitment or follow-through on the part of the applicant.	
Proposed Professional Development Plan	The proposed professional development plan fits very well the institutional and individual needs, and is achievable with a high probability of success.	The proposed professional development plan will address the institutional and individual needs, but there may be some aspects that are extraneous to achieving those needs.	The proposed plan does not address institutional and individual needs. Proposed plan is not achievable or realistic.