**Memorandum of Agreement**

The collaboration between **MSU Library** and the **Montana Library Association’s Intellectual Freedom Committee** (MLA-IFC) to create and maintain a Montana banned books database and map has the following goals:

1. MSU Library will create an online database and map using current information about Montana book challenges
2. MSU Library will create a database serving up documentation of those challenges
3. MSU Library and MLA-IFC will work cooperatively to keep the databases current by sharing information and documentation about new challenges
4. MSU Library and MLA-IFC will promote the database to the Montana library community

**Project Participants**

**Montana State University Library**, Special Collections and Archival Informatics, Jason Clark, Department Head and Digital Library Initiatives, Leila Sterman\* and Jim Espeland, representatives \*lead on project \*Sheila Bonnand – can I stay on as a volunteer??? Do we need to add Doralyn???

**Montana Library Association-Intellectual Freedom Committee**, current committee chair

**Project Phases**

* Phase 1: initial database and map available publically
* Phase 2: adding documentation

***Deliverables and Requirements***

* *Creation of new metadata records and development of Public Search/Browse interface for display of new metadata fields and scholarly search engine indexing routines*
* *Creation of additional metadata for all ISSW proceedings*

Staff and Workspace

* Montana State University Library, Special Collections and Archival Informatics representatives (1 member – Jason Clark)
* Digital Library Initiatives representatives (2-3 members? Leila Sterman\* and Jim Espeland \*lead on project) \*Sheila Bonnand – can I stay on as a volunteer???
* Montana State University Library Digital Workroom (scanning equipment and workstation)

Oversight and Tasks

* Montana State University Library Special Collections and Archival Information department will provide support for process, programming, and procedures.
* MLA-IFC will collaborate with MSU Library to maintain the database and keep it up to date.

***Associated Costs:*** *$350*

* *Transformation of XML into Local Metadata Scheme*
* *File Hosting and Application Maintenance*
* *Metadata Entry and Quality Control Maintenance*
* *Database Design and Administration*

**Initial project work (Phase 1) completed by September 2018 (in time for Banned Books Week).**

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