



# Digital Michigan Newspaper Grant Program



## 2023 Cycle

*Made possible by the Robert and Susan Clarke Endowment with additional funding provided in part by the Institute of Museum and Library Services through the Library of Michigan.*



Central Michigan University's Clarke Historical Library is pleased to offer an award to improve access to a Michigan newspaper. The funds will be used for:

- Scanning and placing online up to 23,000 pages of a previously microfilmed Michigan newspaper OR
- Microfilming, scanning, and placing online up to 14,000 pages of a straight run of a Michigan newspaper

If you would like more information please contact us at [ClarkeMicrofilm@cmich.edu](mailto:ClarkeMicrofilm@cmich.edu) or call (989) 774-4420.

Applications will be accepted between January 9 and January 31, 2023. From February 20 and 28, up to five communities whose newspapers have been nominated will be encouraged to show their support by voting electronically via Twitter. The newspaper that receives the most votes will be selected and included in the Clarke Historical Library's Digital Michigan Newspapers Database, found at <https://digmichnews.cmich.edu/>.



Application for the 2023 Grant Cycle: Contact [ClarkeMicrofilm@cmich.edu](mailto:ClarkeMicrofilm@cmich.edu) for more information

# Application Form

## Digital Michigan Newspaper Grant Program

Clarke Historical Library  
Central Michigan University

2023 Cycle

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This form must be received by the Clarke Historical Library **on or before January 31, 2023**. Late applications will not be accepted.

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To be considered for the Digital Michigan Newspaper Grant Program, please answer the following questions. A Twitter handle is required. Please note that some questions have space limitations.

### Nominator Information.

Name: \_\_\_\_\_

Institutional Affiliation (if any): \_\_\_\_\_

Street: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Phone Number (including area code): \_\_\_\_\_

Email Address: \_\_\_\_\_

Twitter handle: (example: @DigMichNews) \_\_\_\_\_

### Newspaper Information:

Name of newspaper or newspapers being nominated

\_\_\_\_\_  
\_\_\_\_\_

Copyright status of newspaper (see attached sheet for information about determining copyright)

\_\_\_\_\_

Range of dates of newspaper/papers being nominated (for example 1896-1933)

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Approximate number of pages to be scanned (for example an 8-page weekly publication would print approximately 416 pages per year)

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Geographic coverage area of newspaper (please list counties covered) in addition to the following if relevant: occupational group (for example farmers and farming), community of interest (for example, a paper primarily published for Dutch immigrants or perhaps members of a particular religious denomination)

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### Essay Questions:

What are the special features or unique aspects of this paper or papers?

- *(please answer this question in no more than 500 words)*

What are the reasons why you believe this paper should be made available online?

- *(please answer this question in no more than 500 words)*
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When you have answered all the questions above and written the two brief required essays, email your application in a Word format attachment to [ClarkeMicrofilm@cmich.edu](mailto:ClarkeMicrofilm@cmich.edu).

Or you can send it in printed form by conventional mail to:

Digital Michigan Newspaper Grant Program  
Clarke Historical Library  
250 E. Preston St.  
Central Michigan University  
Mt. Pleasant, MI 48859

Your application form must be received by the Clarke Historical Library **on or before January 31, 2023**. Late applications will not be accepted. Applications received by email or U.S. Post after January 31, 2023, will be disqualified from the program. For more information please email [ClarkeMicrofilm@cmich.edu](mailto:ClarkeMicrofilm@cmich.edu) or telephone (989) 774-4420.

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# Rules Regarding the Digital Michigan Newspaper Grant Program

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## Selection Process:

- A committee, selected by the Clarke Historical Library staff, will review all applications, and select no more than five for final consideration.
- Applicants selected for final consideration will be notified no later than February 6, 2023.
- Applicants will be asked to encourage members of their community to **vote** between February 20 and February 28, 2023. Voting will take place electronically via Twitter.
  - Electronic voting is subject to the following limitations:
    - Electronic votes will only count if they are cast from February 20 to February 28.
    - The Library reserves the right to limit the number of electronic votes accepted per person, social media account, IP address or any other designating factor of the Library's choosing.
    - The Library is not liable in the event a hardware or software failure makes it impossible for votes to be received or counted, or for any other failure on the part of the Library or any third-party vendor making impossible the receipt or counting of electronic votes.

## Additional Rules for Applicants

- Past award winners are prohibited from applying in the year following their award but may apply thereafter.
- The winning applicant will be notified no later than March 7 and agrees to deliver or ship materials to Clarke Historical Library by April 7, 2023.
- By applying, an applicant(s) consents that should they be selected as a finalist, the Clarke Historical Library may post all or part of their application online in a publicly accessible website in order to inform the public about the application. The Library, however, will not post online personally identifiable information regarding the applicant included in the application, including name(s), address(es), or other contact information.
- By applying, the applicant acknowledges that they control or have unrestricted access to, the microfilmed version of the nominated paper(s) or physical copies of the newspaper. The applicant is solely responsible for obtaining the original newspapers, or microfilm, needed for scanning and must allow, or arrange for the allowance of, the use of the original papers or film on the CMU campus for digitization for a period of at least one continuous calendar month (30 days). In the case of original newspapers, if the material is bound, the applicant consents to disbinding the material for filming. Original newspapers that are microfilmed will be returned to the applicant disbound.
- Microfilm supplied by the successful applicant must meet minimum technical standards to ensure adequate scanning. The preferred film from which newspaper scans will be made is second generation negatives (print masters). The Clarke Historical Library reserves the right to abandon the successful applicant's project if, in the Clarke Historical Library's sole

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opinion, the film supplied by the successful applicant is inadequate for the creation of digital copies/OCR conversion or the original newspapers supplied cannot be successfully microfilmed.

- Scanning standards, choice of online delivery platform, and all other technical features of the scanning project will be determined at the sole discretion of the Clarke Historical Library. Microfilming standards, if applicable, will also be determined at the sole discretion of the Clarke Historical Library.
- Scanning and making of the newspaper title available online must take place in a way consistent with all applicable provisions of U.S. Copyright law. Obtaining any necessary copyright permission is the sole responsibility of the applicant. The Clarke Historical Library, at its sole discretion, may decline to undertake any project if it believes to do so would place the Library in violation of copyright law.
- After 90 days of being informed of winning, should the winning applicant be unable to meet, or show reasonable capacity to meet, any of the above terms, the Clarke Historical Library reserves the right, at its sole discretion, to withdraw the award and present it to another applicant.

Rules published as of November 2022. These rules replace previously distributed contest rules, whether dated or undated, and define all aspects of the competition in the 2023 cycle.

**Advice Regarding Copyright**  
**From the Clarke Historical Library**  
**January 2023**

Copyright is a complicated subject. However there are some basic rules that apply to both users and authors. Among the most critical for bringing a previously printed newspaper online are:

- **Any newspaper printed in 1927 or earlier is in public domain** and may be digitized and brought online
- **Any newspaper published after 1927 and prior to 1964 has a strong probability of being in the public domain.** If it is, it may be digitized and brought online without requiring any permissions.
  - To be protected by copyright a paper published between these years was required to include a printed copyright notice within the paper itself. If there is no notice, the paper is not copyrighted.
  - If notice was published, copyright expired after 28 years, unless a renewal was requested. A convenient online tool through which you can determine if a renewal was requested is: <http://onlinebooks.library.upenn.edu/cce/>.
- **Any newspaper published before 1978 may be in the public domain.** If it is, it may be digitized and brought online without requiring any permissions.
  - Prior to 1978, to obtain copyright a newspaper was required to publish a copyright notice in the newspaper in order to obtain copyright. Beginning in 1964, renewal was automatic.
- **Newspapers published after 1977 are copyrighted.** Permission of the copyright holder is required to digitize and bring such a paper online.
  - After 1977, copyright was automatically granted upon publication, with or without a written notice.
- **Remember, you can copy anything with the written permission of the copyright holder, so ask!**

*Copyright information in this flyer is accurate as of the date of issuance, but is subject to change due to a subsequent revision of federal law or court ruling.*