

MODERN ENDANGERED ARCHIVES PROGRAM

Application Webinar October 9, 2025







- → WHAT IS MEAP?
 Grants for Documentation and Digitization
- → ELIGIBILITY
- → DRAFTING A GOOD APPLICATION How to PLAN your MEAP project
- → APPLYING TO MEAP
 Navigating Survey Monkey Apply
- → **RESOURCES + NEXT STEPS**Questions and Answers

Image Credit: The Peruvian Peasant Confederation Archive (Confederación Campesina del Perú)





What is MEAP?





The Modern Endangered Archive Program (MEAP) **provides grants** to preserve **global cultural heritage** collections **at risk of loss** due to environmental conditions, political uncertainty, inherently unsustainable media, inappropriate or inadequate storage, climate change, or social strife.

We **fund projects** outside North America and the EU to document, digitize and make accessible endangered archival materials from the **20th and 21st Centuries**, including print, photographic, film, audio, ephemeral, and born digital objects.



Image Credit: José Martí cinema-theater in Cuba (1986, Roberto Macareño) | Project: Los Subterráneos

What is MEAP?

UCLA Library



Post-Custodial Collecting

Collection holders retain ownership and physical custody of all collections.

Fund survey work +
digitization for collections
around the world. Work with
collection stewards +
researchers with a range of
experience with digitization.



Open Access Publishing

All content is published at meap.library.ucla.edu.

Challenge to politicized and nationalized historical narratives by providing access to primary source materials. Requires a lot of context to define.



Capacity Building

MEAP funds digitization and documentation labor as well as training costs.

We are committed to providing documentation not only for MEAP grantees, but others who want to digitize cultural heritage.

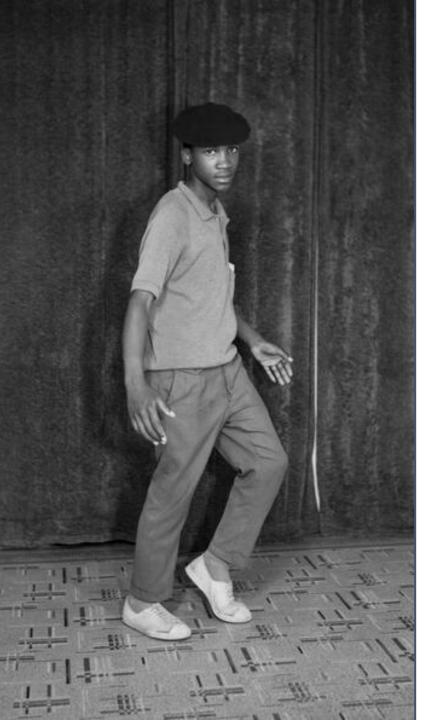


Global Grant Giving

Aim to fund 25-35 projects per grant cycle

MEAP team manages all administrative components of grant giving and disbursal of funds around the world.
Want to offer support to each team.





Program Goals

We fund projects that:

- Preserve at-risk cultural heritage
- Create rich documentation
- Expand the culture for open access

*All criteria for evaluating applications.



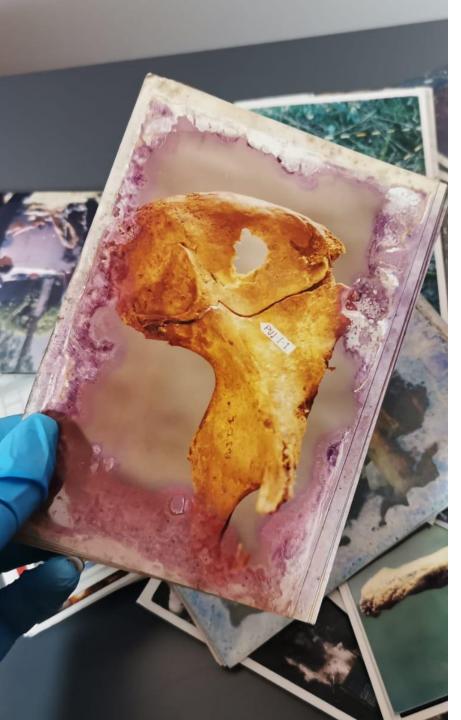
Community-Led Projects

- Projects should directly engage with communities reflected in collections
- Community members should be involved in creating metadata and establishing limits of open access
- MEAP repository publishes multiple languages + multiple scripts

Open-Access Requirement

- All materials created with MEAP funding *must* be published openly online
- Project teams responsible for securing permissions to publish objects on UCLA Digital Library
- Not all collections/objects are eligible for Open Access scripts





What Do We Fund?

Projects at Different Stages:

- Planning Grants support survey work, including documentation (inventory creation), relationship building, + rights assessment with the goal of preparing a set of materials for digitization.
- Project Grants digitize archival collections. Materials may be in a variety of formats, including print, audio, video, photographs, ephemera, and born-digital files (including but not limited to blogs, cell phone videos, website pages, 3D images, magnetic tape, and social media content).
- Regional Grants digitize multiple collections to create online connectivity across disparately held materials. Bring together thematic or regionally specific materials with cohesive documentation scheme. *Only eligible for past grant holders.

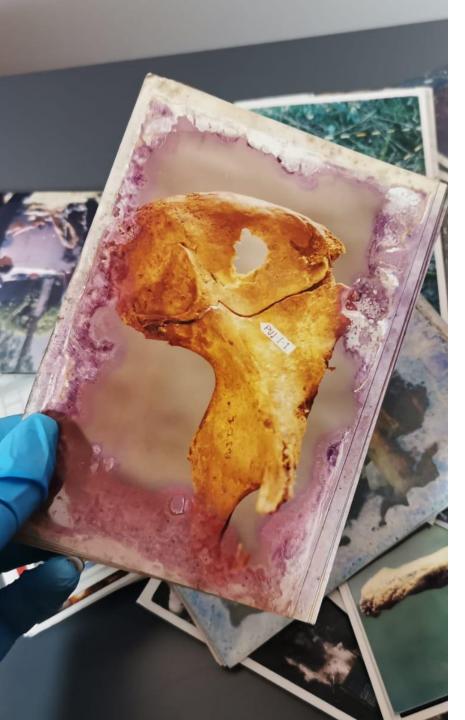




15 - 40% Funded:

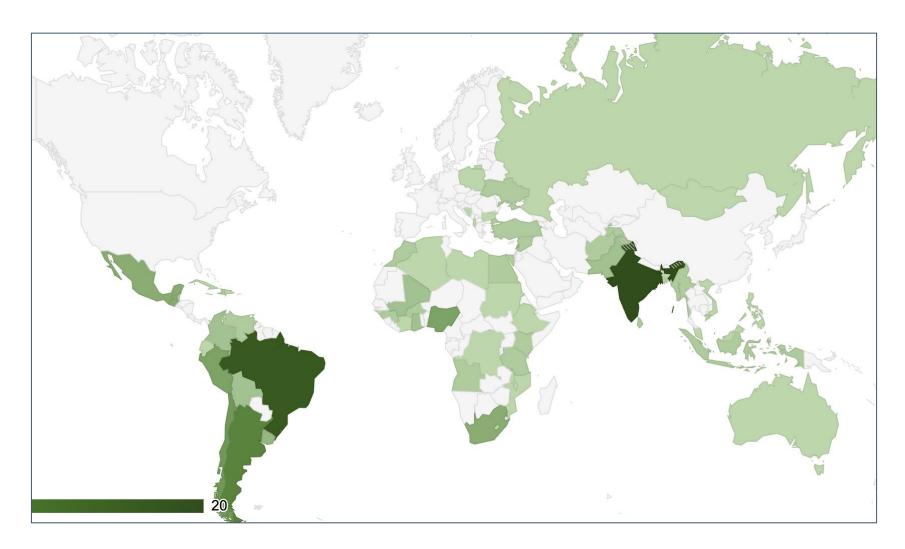
- 16 projects funded in Cohort 1
- 21 projects funded in Cohort 2
- 29 projects funded in Cohort 3
- 28 projects funded in Cohort 4
- 28 projects funded in Cohort 5
- 26 projects funded in Cohort 6
- 34 projects funded in Cohort 7

Significant increase in applications in Year 7



Funding Breadth

UCLA Library



Archival Content Documented and Digitized

Cohorts 1-7

171 Projects total

- 93 Project Grants
- 4 Regional Grants
- 72 Planning Grants
- 2 Emergency Grants

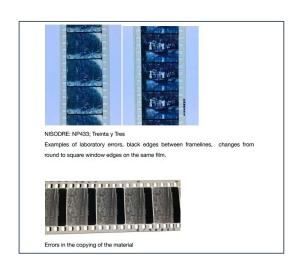
64 Countries

Planning Grants: Documentation

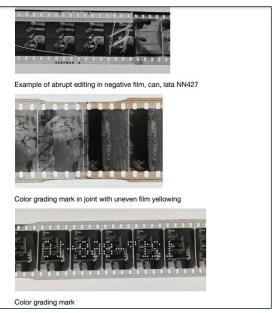
UCLA Library



A	В	C	D	E	F	G	H	1	J	K
nver ory D	Container N°	Unit of description	Location	Collection /Fond	Subfund/Work Areas	Series/Activities	Subseries	Original Folder Title/NumberP	Туре	Support
	F01	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Internal Matters	Internal Meetings	Minutes of meetings	Actas/Cartas	Text	Paper
	A9	Photo Album	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Internal Matters	Internal Meetings	Meetings Photographs	Photo Album 9	Images	Negatives/Sides
	F01	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Internal Matters	Other meetings	Joint Statements	Actas/Cartas	Text	Paper
	A8	Photo Album	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Internal Matters	Other meetings	Other meetings Photographs	Photo Album 8	Images	Negatives/Slides
	F02	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Political Actions	Letters to authorities		Declaraciones/Cartas	Text	Paper
	F03	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Political Actions	Letters to authorities		Varios Doos		Paper
	F01	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Political Actions	Public Statements		Actas/Cartas	Text	Paper
	F02	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Political Actions	Demonstrations	Alto Biobio Declarations	Declaraciones/Cartas	Text	Paper
	F4	Photo Album	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Political Actions	Demonstrations	Alto Biobio Photographs	Photo Album 4		
0	F02	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Political Actions	Demonstrations	Santiago Declarations			
1	A5	Photo Album	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Political Actions	Demonstrations	Stantiago Photographs	Photo Album 5		
2	C3	Cabinet	Pieza Azul	MAPU-DOMUCHE NEWEN (MDN) FOND	Political Actions	Meetings recordings		Cabinet 3	Audio	Cassettes
3	FO5	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Legal Actions	Court Filings		Otros Legales	Text	Paper
4	F03	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Legal Actions	Other legal actions/petitions		Varios Docs		
5	FOS	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Legal Actions	International Legal Actions	ICHR Agreement	Acuerdo OEA-CIDH	Text	Paper
6	F07	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Legal Actions	International Legal Actions	ICHR Followup	Acuerdo OEA-Sequimiento/Inform	Text	Paper-CDs
7	F09	Paper Folder	Kardex	MAPU-DOMUCHE NEWEN (MDN) FOND	Press Coverage	Foreign		Revista/Calendario	Text + Images	Paper
8	C4	Cabinet	Pieza Azul	MAPU-DOMUCHE NEWEN (MDN) FOND	Press Coverage	Local			Text + Images	Paper
9	F11	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		By-Lows			Texto	Paper
0	F16	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO	BIC Administration	Plans/Permits			Images	Blueprints
1	F15	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO	BK Administration	Legal agreements		ComodatosBBNN-Muni	Text	Paper
2	F17	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO	BK Administration	Bills		Cuentas Luz-Aqua/Peticiones	Text	Paper
3	F13	Paper Folder	Kardex	CENTRO MAPUCHE PEHUENCHE DEL ALTO	RIC Meetings	Minutes & Notes		Declaraciones y Acuerdos	Text	Paper
4	F13	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Political Agreements			Text	Paper
5	AT	Photo Album	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Meetings Photographs			Images	
6	F14	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO	BUC Prolitical Actions	Letters to authorities		Correspondencia Despachada/Re		Paper
7	F13	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Public Statements			Text	Paper
8	F14	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Alto Biobio Events		Correspondencia Despachada/Re		Paper
9	AS	Photo Album	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Alto Biobio Demonstrations Phy	atenants	Photo Album 5	Images	
0	AS	Photo Album	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Santiago Demonstrations Photo		Photo Album 5	Images	
1	CZ	Cabinet	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Santiago Demonstrations Reco		Cabinet 2	Audio	
12	CZ	Cabinet	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Seminary/Metinos/Recordings			Audio	
13	F19	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Corporaty Training		Capacitación Jóvenes/Madera/car		Paper
4	F24	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Crafts	Research	Artesanía Pehuenche/Estudio/Fol		Paper
5	F16	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Crafts	Building		Text	Paper
6	F21	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Taurism	Nitrao Hotsprings Administratio		Text	Paper
7	F22	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Tourism	Nitrao Hotsprings Administratio		Text	Paper
8	F23	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Tourism	Nitrao Hotaprinos Administratio		Text	Paper
9	F23	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Tourism	Nitrao Hotsprings Administratio		Text	Paper
n	F18	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Tourism	Nitrao Training	Capacitación Termas/Informes Tra		Paper
11	F18	Paper Folder	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Tourism	Nitrao Training	Capacitación Termas/Informes Tra		Paper
12	AG	Photo Album	Kardex	CENTRO MAPUCHE-PEHUENCHE DEL ALTO		Tourism	Nitrao Photographs	Photo Album 6	Images	Paper
-	F25	Paner Folder	Karter	CENTRO MADUCHE PENDENCHE DEL ALTO		Tourism	Official Tourism Material			Paper



Tezu	1980	Idu Mishmi performing their traditional dance on the field at Tezu	Mishmi, Mishmi dance, Tezu	Cultural	Asahi Pentax 35 mm SLR camera	35 mm size, B/W	Owned by A.H. Independent Assignment for Personal Collection.	NC/ND/SA	All are in 35 mm; Arunachai Governor, and Kamala Devi Chattopadhyay, Director of Sangeet Mata Kkademi arranged for these stil photography for at least 15 days at Tezu, Along. And All ted all the photographers from across the country and he also took these photographs himself on the condition of 100 CTs to 5NA.
Tezu	1980	Mishmi men performing their traditional dance in full costume	Mishmi, dance, costume	Cultural	Rolleiflex 120 mm TLR camera	120 mm size, B/W	Owned by A.H. Independent Assignment for Personal Collection.	NC/ND/SA	All are in 120 mm
Tezu	1980	Khampti men and women performing traditional dance on the field at Tezu	Khampti, Khampti dance	Culture	Asahi Pentax 35 mm SLR camera	35 mm size, B/W	Owned by A.H. Independent Assignment for Personal Collection.	NC/ND/SA	All are in 35 mm
Tezu	1980	Close picture of a Khampti Mask dancer taken during the dance performance	Khampti, Mask, Dancer	Culture	Asahi Pentax 35 mm SLR camera	35 mm size, B/W	Owned by A.H. Independent Assignment for Personal Collection.	NC/ND/SA	All are in 35 mm
Tezu	1980	Full posture of a Khapti mask dancer holding a dance equipment	Khampti, Mask, Dancer	Culture	Rolleiflex 120 mm TLR camera	120 mm size, B/W	Owned by A.H. Independent Assignment for Personal Collection.	NC/ND/SA	All are in 120 mm
Tezu	1980	Digaro Mishmi men and women performing their traditional dance	Digaro Mishmi, dance	Culture	Asahi Pentax 35 mm SLR camera	35 mm size, B/W	Owned by A.H. Independent Assignment for Personal Collection.	NC/ND/SA	All are in 35 mm



Α	В	C	D	E	F	G	
Inventory number assigned by CC + SODRE + CINEMATECA	assigned by SODRE	Topographic situation	Archival Fond	Collection to which it belongs	Series	Plastic container label	
CC GFU RF0040 NP271.1 NC52 (originally item NP271)	NP 271.1 NC52	NC 52	Carlos Alonso, ANIP-SODRE	NI	NI	Diverse fragments (Alonso Pereda)	
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CC_GFU_RF0040_NP 271.2 (originally item NP271)	NP 271.2 NC52	NC 52	Carlos Alonso, ANIP-SODRE	NI	NI	Diverse fragments (Alonso Pereda)	
CC_GFU_RF0040_NP 271.3 (originally item NP271)	NP 271.3 NC52	NC 52	Carlos Alonso, ANIP-SODRE	NI	NI	Diverse fragments (Alonso Pereda)	
OC OFFIL RECORD NIDAM NO CO	441 NC 29	NC 29	Carlos Alonso, ANIP-SODRE	december of the line of	Flores sould a	ac Flores Alonso -reel 1 Act 1-	
CC_GFU_RF0024_NP441 NC 29 CC_GFU_RF0011_NP437 NC29 NC33	NP437 NC29 NC33	NC29 NC33	Carlos Alonso, ANIP-SODRE	departaments in Uruguay departaments in Uruguay		ac Flores Alonso -reel 1 Act 1- ct Tacuarembó Alonso	
CC GFU RF0026 NN402 NC63	NN402 NC63	NC63	Carlos Alonso, ANIP-SODRE	NI	Alonso	Alonso	
CC_GFU_RF0022_NP 434	NP 434 NC 30 NC 38	NC 30 NC 38	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	1.110110-0-1	ac Artigas Alonso	
CC GFU RF0019 NN401 NC30	NN401 NC30	NC30	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	Cerro Largo	Cerro Largo	
CC GFU RF0035 NN 408	NN 408 NC 52	NC 52	Carlos Alonso, ANIP-SODRE	departaments in Uruguay		E Cerro Largo Rio Branco Alonso	
CC_GFU_RF0020_NN405	NN405 NC41 NC57	NC41 NC57	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	Rivera - act 1-	Rivera Alonso	
CC GFU RF0036 NN 414	NN 414 NC 52	NC 52	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	Tacuarembó	Tacuarembó Alonso	
CC GFU RF0030 NN404 NC62	NN404 NC62	NC62	Carlos Alonso, ANIP-SODRE	NI	NI	Alonso	
CC_GFU_RF0002_NP433 NC43 NC40	NP433 NC43 NC40	NC43 NC40	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	Treinta y tres - a	ac Treinta y tres - Act 1-	
CC_GFU_RF0032_NN419 NC63 NC62	NN419 NC63 NC62	NC63 NC62	Carlos Alonso, ANIP-SODRE	NI	Alonso	Alonso	
CC GFU RF0021 NP4471 NC 41 NC 58	NP 4471 NC 41 NC 58	NC 41 NC 58	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	Soriano - act 1-	Soriano Alonso	
CC GFU RF0034 NP443 NC40	NP 443 NC40	NC 62 NC 40	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	00110110 0011		
CC GFU RF0007 NN411 NC40 NC18	NN411 NC40 NC18	NC40 NC18	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	Index terms		
CC_GFU_RF0039_NP440 NC 41 NC 18	NP 440 NC 41 NC 18	NC 41 NC 18	Carlos Alonso, ANIP-SODRE	departaments in Uruguay			
CC_GFU_RF0028_NN403 NC29 NC62	NN403 NC29 NC62	NC29 NC62	Carlos Alonso, ANIP-SODRE	departaments in Uruguay			
CC_GFU_RF0010_NN427 NC62 NC18	NN427 NC62 NC18	NC62 NC18	Carlos Alonso, ANIP-SODRE	NI			
CC_GFU_RF0038_NP43 NC 52	NP 43 NC 52	NC 52	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	121000000000000000000000000000000000000		
CC_GFU_RF0006_NN424 NC20 NC40	NN424 NC20 NC40	NC20 NC40	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	-Abroad - ou	itside Uruguay	
CC_GFU_RF0008_NP448 NC62	NP448 NC62	NC62	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	Advorticing	Shops, Commercial production	
CC_GFU_RF0005_NP444 NC40 NC20	NP444 NC40 NC20	NC40 NC20	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	-Auvertising,	Shops, Commercial production	
CC_GFU_RF0003_NP436 NC40 NC20	NP436 NC40 NC20	NC40 NC20	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	-ARCHITECT	TURE - city sights, architecture construction and ro	
CC_GFU_RF0031_NP439 NC30 NC38	NP439 NC30 NC38	NC30 NC38	Carlos Alonso, ANIP-SODRE	departaments in Uruguay			
CC_GFU_RF0004_NP430 NC29 NC20	NP430 NC29 NC20	NC29 NC20	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	-COUNTRYS	SIDE -farming activities, landscapes, parties, work	
CC_GFU_RF0023_NN409 NC 19 NC 18		NC 19 NC 18	Carlos Alonso, ANIP-SODRE	Other	-Domestic Re	acorda	
CC_GFU_RF0012_NN428 NC42 NC41	NN428 NC42 NC41	NC42 NC41	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	-Domestic N	ecords	
CC_GFU_RF0027_NN407 NC52	NN407 NC52	NC52	Carlos Alonso, ANIP-SODRE	NI	-FICTION		
CC_GFU_RF0029_NN416 NC62 NC40	NN416 NC62 NC40	NC62 NC40	Carlos Alonso, ANIP-SODRE	NI		AUTHOR DECIME TO COLOR	
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CC_GFU_RF0025_NN 421 NC 29 NC 20	NN 421 NC 29 NC 20	NC 29 NC 20	Carlos Alonso, ANIP-SODRE	NI	INITED TITLE	ES: CREDITS Overprints	
CC_GFU_RF0001_NP432 NC40 NC43	NP432 NC40 NC43	NC40 NC43	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	-INTER-ITTE	ES; CREDITS, Overprints	
CC_GFU_RF0013_NP451 NC20 NC63	NP451 NC20 NC63	NC20 NC63	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	-Means of tra	ansport	
CC_GFU_RF0009_NN413 NC63 NC62 CC_GFU_RF0015_NN412 NC62	NN413 NC63 NC62 NN412 NC62	NC63 NC62 NC62	Carlos Alonso, ANIP-SODRE	NI NI		De La Company	
CC_GFU_RF0015_NN412 NC62 CC_GFU_RF0037_NN420 NC 18 NC 41	NN412 NC62 NN420 NC 18 NC 41	NC 18 NC 41	Carlos Alonso, ANIP-SODRE Carlos Alonso, ANIP-SODRE	departaments in Uruguay	-OTHER		
CC_GFU_RF0014_NP442 - NC29	NP442 - NC29	NC29	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	DEDCOMAL	ITIES - Authorities	
CC GFU RF0017 NN406 NC41	NN406 NC41	NC41	Carlos Alonso, ANIP-SODRE	departaments in Uruguay	-PERSUNAL	ITIES - AUTIORITIES	
0_0F0_NF0017_NN400 NO41	ININAUD INC4 I	NO41	Carlos Aloriso, Alvir-SOURE	departaments in Oruguay	-POLITICAL	-Acts, Campaigns, Parties	

-Religious ceremonies
-SCIENTIFIC DISCLOSURE

others
-Sports events

-SOCIAL EVENTS -shows, dances, festivals, recreation, folklorik,



Visual Histories of Northeast India

A survey of Ahmed Hossain's photographic collection that depicts the socio-cultural life of Northeast India's tribal communities (1960s -2000s)

About the Project

Visual Histories of Northeast India Planning Grant

Northeast India remains home to many indigenous communities and has been t two visual materials collections from the region. The first, a photographic colle-Ahmed Hossain, depicts the socio-cultural life of Northeast India's tribal comm 1960s-early 2000s. The second collection includes three. 16mm documentaries Verrier Elwin who worked in Northeast India from the 1950s-60s

Project Lead

Aparna Sharma, UCLA

Host Institution

UCLA

Hossain's photographs focus on the eight states that make up India's northeastern region. This region has for long faced neglect and marginalization, as a result of which historical materials such as the visual media we were surveying has not be appropriately documented; made accessible to a broader public or even just, known. Through this grant we worked closely with the photographer, Ahmad Hossain, who has for over 40 years documented the natural environment, the socio-cultural and political life of the northeastern region. His photographs provide rare insight into the northeastern region in recent decades. They would be of use to anyone interested in exploring the recent history of this region.

----- APARNA SHARMA, PROFESSOR OF WORLD ARTS AND CULTURES/DANCE AT LICLA (PROJECT

Explore Inventories from Ahmed Hossain's Photography

The project team worked closely with Ahmed Hossain to catalogue close to 15,000 photographs from his collection and create eight regional inventories.

- o Arunachal Pradesh Inventory
- Assam Inventory
- Manipur Inventory
- Meghalaya Inventory
- Mizoram Inventory
- Nagaland Inventory
- Sikkim inventory
- Tripura Inventory

Funded Projects Conserving the Archives of Progressive Pakistan



Conserving the Archiv Progressive Pakistan

In resistance to the centralizing government state, th Pakistan progressive movement left behind a rich arc photographs, written works, recorded interviews, and documentaries. The materials at the South Asia Resou Research Center (SARRC) in Islamabad capture the m censored history.

Explore Inventory 7

About the Project

Conserving the Archives of Progressive Pa Planning Grant

This project is part of an ongoing effort to conserve t movements through inventory and documentation o Asia Resource and Research Center (SARRC) in Islama Muhammad Salim Khawaja, who worked to conceal in movement during periods of state repression.

Explore the Collection

- Explore the South Asian Research & Resource Center, an archive of documents and other materials preserving Pakistan's progressive political history. The website includes a searchable database with item level data about every item in the collection, totalling 45,668 items. The full Index is also available for exploration and use as an excel file.
- Consider SARRC's unique and most endangered sub collections (download). In close consultation with Founder and Custodian. Muhammad Salim Khawaia. the SARRC team has identified 2.345 items in its collection, which we believe constitute SARRC's most unique and endangered materials. Most of the identified material consists of key magazines and journals published by various pre- and post Partition progressive intellectuals, editors, authors, writers, literary figures and movements in what constitutes Pakistan today. The remaining items consist of miscellaneous, loose documents that have been organized in boxes. These include rare documents which - because they are of social movements, progressive figures, and political opposition - are simply unavailable in public archives and - when government documents extremely difficult to access in state ones. Noteable examples include:
 - Viewpoint Founded by Mazhar Ali Khan (1917/93), socialist intellectual, veteran Journalist, and former editor of the Pakistan Times (1947-'96). Also father of the UKbased left intellectual, Tariq Ali.
 - o [pakistan forum] Founded by left-wing scholar Feroz Ahmed; included political scientist, anti-war activist Eqbal Ahmad and Marxist philosopher and literary theorist
 - [zanjeer] Founded by Hassan Nisar (1951-present), a prominent TV anchor still active today. Magazine published articles in support of Pakistan People's Party.
 - Pakistan Mazdoor Kisan Party The Maoist Workers and Peasants Party espoused Indigenous, anti-caste. Maoist politics in southern Puniab and Khyber Pakhtunkhwa One box contains miscellaneous documents, including the MKP Circular, the party
 - Biography of Masud Khadar Posh (1916-1985) The unpublished biography of Masud Khadar Posh, a progressive member of the movement for Pakistan and later a civil servant who played a key role in agricultural reforms within Pakistan. He was known for always wearing khadar posh, cotton cloth, specifically a simple local cotton cloth.
 - Political Posters, miscellaneous This box includes various political posters, including of anti-war movements within Pakistan against the Vietnam War, and a series of powers protesting the banning of student unions in Pakistan by the second military regime of

Related Resources

Revolutionary Papers

Revolutionary Papers is a transnational research

Revolutionary Papers: Teaching Tools

These tools highlight methods of research to bring out relevant insights about periodicals and the

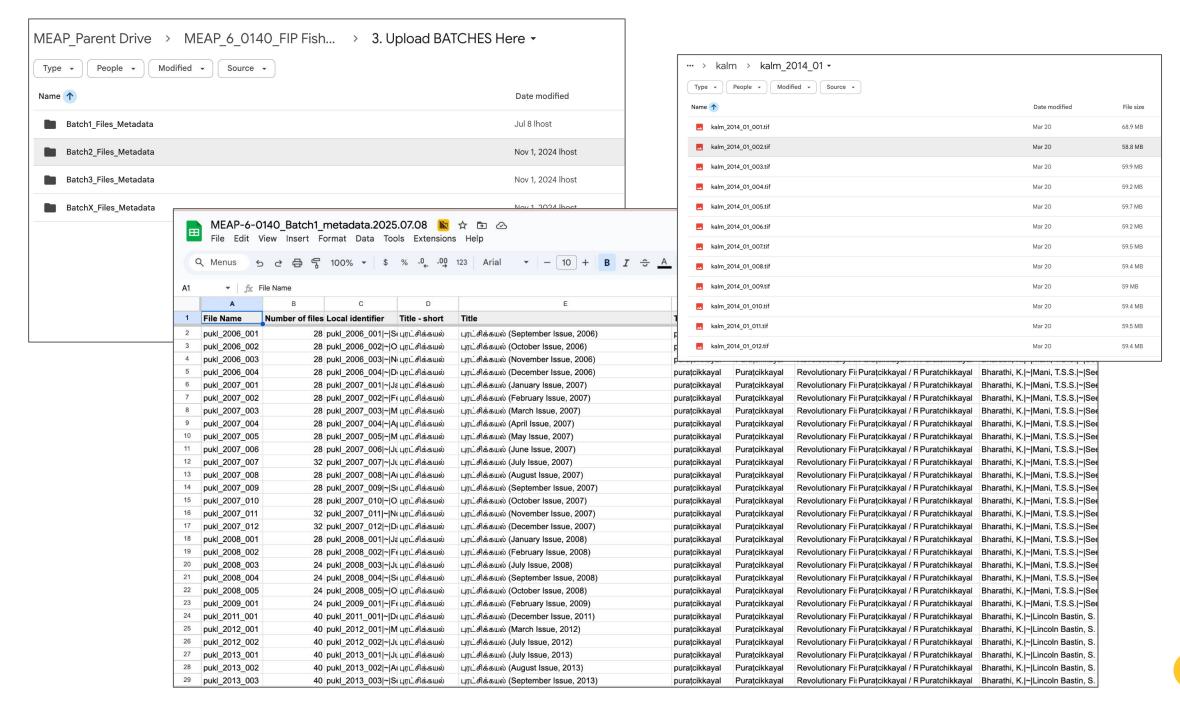
Project/Regional Grants: Digitization

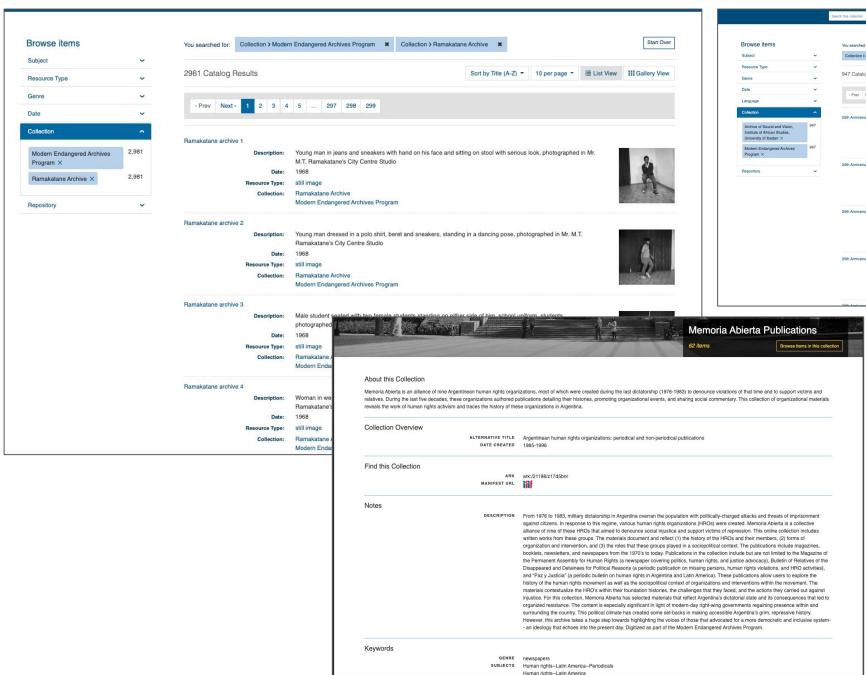
UCLA Library

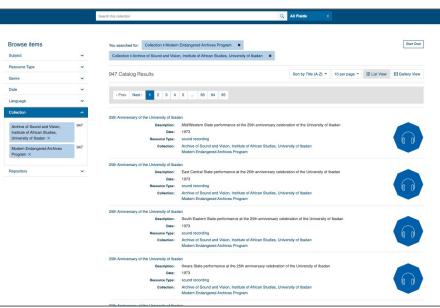


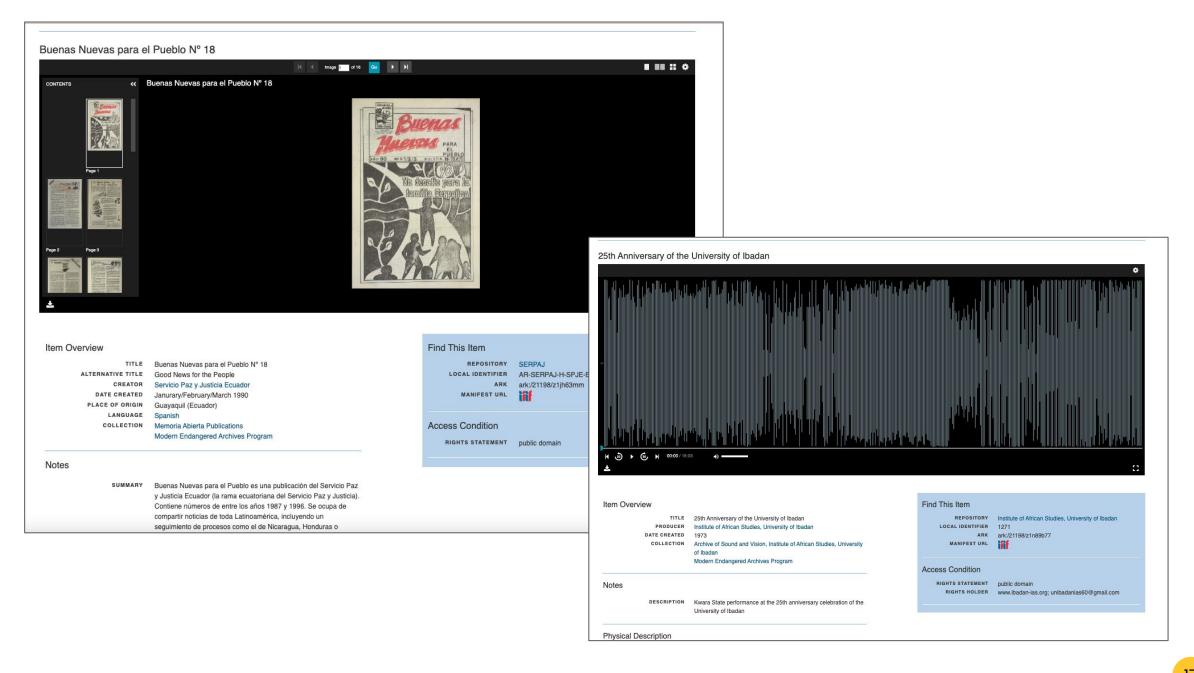














Eligibility



Eligibility

We aim to fund digitization of <u>at-risk archival materials</u> in geographic areas with limited resources for preservation.

- Primary categories for eligibility based on the <u>content</u> of the project
- Criteria for eligibility for Applicant
- Criteria for eligibility for Host Institution

More here: **Eligibility**

Application Terms and Roles

Primary Applicant - There must be **one principal applicant** who takes responsibility for the planning and execution of the project. 3 co-applicants can be added (collaborators). Co-applicants can help manage or direct the project. The Principal Applicant will be responsible for receiving and responding to emails from MEAP related to the application.

Host Institution - Should be a university, research institution, archive or similar institution to which the grant will be awarded. This institution may or may not be your home institution. The institution will administer and account for the funds and must be capable of receiving foreign funds. Host Institution is also responsible for signing legal agreements [legal owner of the project].

Archival Partners - If the collection is not housed at your institution, the organization that currently houses and/or owns the archival material is the Archival Partner.

Eligibility: Collections



Age of Material - From the early 20th century to the present, preferably with a majority of the material dating from the 1940s or later.

Subject Matter - Materials should document history, society, culture, and politics, with an emphasis on social justice, human rights, and under-documented communities.

Geographic Focus - MEAP seeks to fund projects from **regions outside North America and Europe**. We encourage applications from Africa, the Caribbean, Central and South America, the Middle East, Central Asia, South and Southeast Asia, and Oceania. *Applications to work with collections currently held in the US, Canada, Australia, UK and EU are eligible to apply only if other avenues for funding have been exhausted.*

Format - Materials may be in a variety of formats, including print, audio, video, photographs, ephemera, and born-digital files (including but not limited to blogs, cell phone videos, website pages, 3D images, magnetic tape, and social media content).

Eligibility: Applicants



Eligible individual applicants must be associated with an institution and <u>cannot apply for independent funding</u>.

Applicants may be:

- Any accredited member of teaching or research faculty at a university or similar higher education institution.
- Archivists and librarians with responsibilities for special collections in archives, a national or research library, or a similar institution.
- Affiliated leaders of not-for-profit organizations or community organizations that hold at-risk cultural heritage materials.
- Graduate students, but must have established long term institutional commitment. Consider and plan for: what if you graduate and move institutions?

Eligibility: Host Institutions



Grants must be administered by organizations. Host institutions should be a community organization, university, archive, library, research or cultural institution.

Host Institution...

- Responsible for managing and reporting on the grant funds throughout the full lifecycle of the project.
- Responsible for committing to legal subaward agreement.
- MUST be able to receive foreign funds.
- MUST be willing to waive overhead fees.

*TIP: Start these conversations now and find the right administrative partners to support your project. MEAP will require a Host Commitment Form for the Detailed Application.

Eligibility: Regional Grants



Applicant for Regional Grant must:

- Have held previous MEAP Grant
- Connect directly with the MEAP Team to discuss their application
- Reuse equipment/expertise from previous grant

Additional points of eligibility:

- How are the collections to be digitized connected?
- Have all collections agreed to participate and to publish the digitized materials on the UCLA Digital Library open access website?*

* Required at the Detailed Application Phase

Eligibility: Related Funding



Cannot apply to MEAP + EAP in the same year.

- MEAP and EAP (<u>Endangered Archives Programme</u>) will not fund overlapping projects in the same funding year and applicants may apply to only one program per funding round. This includes:
 - Projects with the same Principal Applicant or Co-applicants
 - Projects digitizing materials from the same collection
 - o Projects from the same institution that would rely on the same project team.
- Applicants with collections including substantial material from before and after the mid-twentieth
 century can apply to both EAP and MEAP for projects to work on the same collection, but not in the
 same application year. Applicants may therefore choose to create related project plans for their
 applications to each program. Funding from one program must have started before an application
 to the other program will be considered. Applicants with these types of projects should contact the
 staff of EAP or MEAP to discuss.
- Institutional administrators who manage funds or training may be part of more than one team per year.



Drafting a Good Application

Evaluation Criteria

Project Applications are reviewed by UCLA Library staff, technical experts, external experts (form of peer review) and the MEAP Review Panel.

Evaluation criteria includes:

- Endangerment | How urgently at risk is the content?
 - *Material Endangerment
 - Archival content must be imminently at-risk due to environmental conditions, political uncertainty, inherently unsustainable media, inappropriate storage, and/or communal or social change.
- Scholarly significance | How will the availability of this content impact research?
- Uniqueness | Is this material accessible elsewhere? Has it already been digitized?

Evaluation Criteria

Viability of Publishing Online

• Will the UCLA Library be able to publish material online? Have you identified potential concerns or found documentation that details ownership? Have you outlined a plan to address ethical or copyright concerns?

Project Feasibility

- **Coherence of the Collection** | If you are building a new collection, is there a clear theme or connection across the different materials?
- **Work plan** | How well thought out is your work plan for survey, digitization, and metadata? Have you accounted for creating English language metadata?
- Community Engagement | Have you developed relationships with the local community to secure rights and document the materials?

Collections at Risk

UCLA Library

What does MEAP mean by ENDANGERMENT?

How urgently at risk is the content?

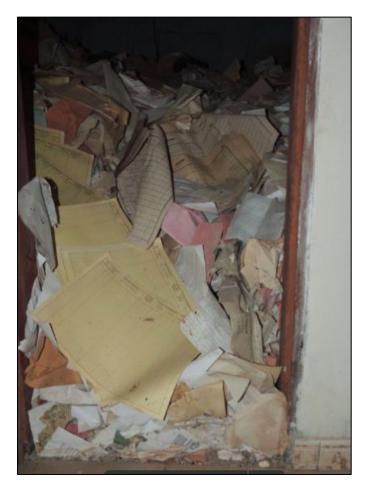
Focus on MATERIAL ENDANGERMENT

Archival content must be imminently at-risk due to:

- Environmental conditions
- Political uncertainty
- Inherently unsustainable media
- Inappropriate or inadequate storage
- Climate change
- Social strife

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Collections at Risk







Collections at Risk

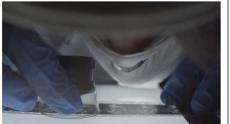
UCLA Library

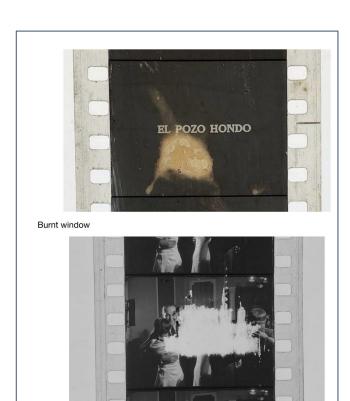












Emulsion detachment caused by film dragging and traction with projector





What Makes a Good MEAP Application?

We want to understand how your project goals fit MEAP funding.

- Collection content that is meaningful and endangered.
- Feasible plan for documentation and/or digitization.
- A well organized project with a knowledgeable team.



Content



What is in the collection?

• What kind of material is in the collection? How much is there?

Why is this material important?

- Does this collection offer never before seen images?
- New perspective on a well researched historical event?
- Access to voices, material collected about a community that has not previously had access?

Who is this material important to?

- Who will use this material and how will they use it?
- What kind of meaning will this material offer to community members?
- Who is the community connected to this collection?

Content



Don't just describe the relevancy of the project or the importance of the institution. Tell us what's in the collection.

- Notebooks, letters, political texts, and handwritten diaries
- Personal papers, organizational records, meeting minutes, posters from a political movement
- Rolls of nitrate film, shot in documentary style and documenting a pre-modern rural lifestyle
- Personal collection of photographs documenting daily life from 1950-present
- Extensive documentation, including photographs, handwritten maps, and architectural drawings, of an archaeological site

ON APPLICATION: Section II: Collection Details





How much material will you digitize?

- We are not looking to see you digitize THE MOST or ALL of a collection
- Consider the length of an MEAP grant, the limitation of funds, and the requirements
- Metadata should be documented at the object level (page numbers will differ based on project approach to defining an object)

How many material types will you work with?

- Training for multiple material types takes time
- Different technical requirements and metadata needs
- Can you outsource small subsets of the collection?

Scope: Planning Grants

If you are building a new collection by bringing together materials held by different individuals or institutions:

- Consider the time it will take to build relationships and trust with each.
- Articulate how the collection fits together and why the different parts are important.

Consider scale of description: Will you describe the materials at the object level, folder level, collection level?

- MEAP Template for Survey Planning
- MEAP Template for Item Level
 Inventory

PLANNING GRANTS

Be specific about rights: will you work to secure permissions or determine criteria for privacy review or build a network of community members who will help evaluate?

Scope: Planning Grants

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Many of our past Planning Grants create a combination of:

- Collection-level surveys
- Item-level inventories

PLANNING GRANTS

- What scale is possible given the size of the collection?
- What kind of work will best help define next steps? Need itemized inventory to determine digitization priorities? OR Box level assessment to address conservation needs?

Scope: Planning Grants



- Many MEAP Planning Grants result in mixed deliverables of this kind. As you know the collections best, you should tell us in the application what works best for your project. How do different kinds of reports and inventories support the overall goals of the project?
- Consider a few different models:
 - Item-level inventories for one collection; several surveys or box level reports.
 - Report or Finding Aid for the collection + Inventory for most endangered or most requested materials.
 - Collection-level surveys only This works well for projects working with multiple collection owners who are starting long term conversations about preservation or digitization

Scope: Project Grants

Content Considerations:

Collection - Why this collection?

 If more than one: why? Thematic connection, most endangered?

Multiple Content Types - Consider who will be responsible for leading digitization of all types.

- Do they require training?
- Build in time for a sample phase
- Expect to receive feedback and to adjust the workflow for each type
- Outsourcing digitization is okay

PROJECT GRANTS

- Open Access Do you have permission to publish all materials in the collection?
- Metadata Scope should consider the time it will take to document at the object level. Not only about digitizing pages.

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Scope: Regional Grants

Content Considerations:

Multiple Content Types - Consider who will be responsible for leading digitization of all types.

- Do you require multiple digitization workstations?
- How will expertise be shared across organizations?

REGIONAL GRANTS



Metadata - Required at the item level and in English. Consider how you will define metadata practices across multiple partners.

- Who will be responsible for establishing norms and vocabularies?
- Who will be responsible for the documentation process?
- Who will do Quality Control?
- How will you address different kinds of materials, different collections?

Rights and Permissions



MEAP is an Open Access Program. We cannot fund projects without documented permission for digitization and publication online.

Copyright Permission

- Do you have permission to access/work with the materials?
- Do you have permission to digitize the materials?
- Do you have permission to publish the materials online?
- Do you know who to get permission from?

Additional Considerations

- Are there private materials in the collection?
- Who will you ask to assess ethics of publishing online?
- Are images of people included? Are they from public or private events?
- Are images of children included?

Deliverables



MEAP has specific requirements for **Project and Regional Grant** deliverables with the **goal of publishing all digitized material in our Open Access Repository**.

- Metadata must be completed in English and formatted according to the <u>UCLA Library</u> <u>Metadata Template</u>
- File types will be different for different material types, but we require high resolution, uncompressed files

Deliverables: Digital Media Required Format(s) UCLA Library

Material Type	Format(s)	
Photographs, documents, and other flat materials	TIFF images • Uncompressed • 400 - 600 dpi • sRGB Color Profile • Target file size: 5 - 50 mb per image • Must meet MEAP quality standards: focus, orientation, cropping See the Print Digitization Guide for more details.	
Audio materials	Broadcast Wave Format (.wav) • Uncompressed • Consistent volume and sound levels *MEAP does not require an .mp3 for online access. If you aim to create local access to audio files, you may choose to render mp3 files during the project. See the Audio Digitization guide for more details.	
Video Materials	 Uncompressed .mov, .avi, or .mkv file for preservation Matching .mp4 or other compressed format for online access See the <u>Video Digitization</u> guide for reference. 	

Project Execution

UCLA Library

Equipment

- What equipment do you have? What do you need?
- Will the equipment you list meet MEAP technical requirements?

Staffing

- Who will be responsible for which parts of the work?
- Who has experience doing digitization and metadata creation?
- How does staffing relate to budget?

Metadata

- How will you approach the challenge of creating meaningful metadata?
- Who will be responsible?
- How will you ensure that the metadata meets MEAP standards?
- Will you need to translate the metadata?

How is this reflected in your application?



Preliminary Application asks for a *PRELIMINARY* work plan

- Tell us about your project plan. What do you see as the key steps to ensure success? (200 words max)
- Detailed application will ask for more detail
- Strongly recommend connecting to MEAP requirements (i.e. sample round, TIFF images, metadata creation through the MEAP template)

Team members and Training

- List of team members positions not people.
- Consider who will be responsible for which parts of the work
- Consider who has subject knowledge to describe the collection
- What kind of training will be needed to execute the project?

Amount of Objects

- Estimates do not need to be exact
- Related to question of scale and planning

Project Execution: Equipment



What equipment will you use to digitize different material types

- Select equipment based on the material type. For print and flat materials, MEAP recommends working with a camera - not a scanner.
- Consider technical requirements. MEAP requires uncompressed images, high resolution film or video, etc.
- If you are planning to digitize different material types, how much equipment do you need?
 Does it fit within budget?
 - Consider re-scoping your project to match the scope, the goal, equipment, budget

How will you procure equipment?

- List what you already have.
- Can you purchase new equipment? Is it easier to buy used equipment and refurbish?
- Can you rent equipment needed for a small part of the work?

Project Execution: Equipment



MEAP Project Planning Guides include HARDWARE + SOFTWARE LISTS

- Planning a Print (flat object) Digitization Project
- <u>Planning an Audio Digitization Project</u>
- <u>Planning a Video Digitization Project</u>

Scanners v. Cameras

- You are not required to purchase equipment listed in MEAP guides, but we expect to see justification for choosing other models (e.g. better local availability).
- MEAP does not fund overhead book scanners.
- MEAP recommends camera + lighting set ups rather than scanners for print digitization.
 Cameras are more flexible (can digitize all sizes) and more efficient. If you think a flatbed scanner is best for your team, you will have to justify why in the budget justification.

Project Execution: Outsourcing



Outsourcing digitization is possible for small sets of digitization or multiple media types.

- Outsourcing costs for digitization can be included in your budget.
- Will need to justify the expense. Why is outsourcing digitization right at this phase in the work?
- Consider how digitizing a small set of material might help spark conversations about rights.
- Might be cheaper and quicker than setting up a workstation.
- Can help reveal what is in different parts of a collection to set digitization priorities.

Project Execution: Metadata



MEAP Metadata requirements are laid out in our <u>Metadata Template</u>. There are additional details in the <u>MEAP Metadata Handbook</u>.

- Has someone on your team created metadata before?
- Have you factored in training and time to learn?
- Who will be responsible for establishing the vocabularies and terms used across the collection?
- Who will execute the metadata creation?
- When will metadata factor into the workflow?

Metadata must be in English. We encourage you to include multiple languages.

- Will you need a translator?
- Do you have enough readers/speakers to create local language metadata?
- Do you have enough time factored in to create multilingual data?





MEAP Budget Form should reflect the full project goals and priorities.

- How will you spend MEAP Funds?
- Will you receive funds from elsewhere to complete the project?
- Expecting to see a full accounting of the project with justification for all expenses.
- This is where we will look for equipment and staffing details.

Program Guidelines:

https://docs.google.com/document/d/ISH7myHgAugp2VBtEZxgNJXvzAzPwoZajyYJPtyrzTPE/edit?usp=sharing

Budget: Ineligible Costs



*MEAP will not fund INDIRECT COSTS. You should not list them as a line item on your budget or as components of the budget.

- Salary for people who will not be working on the project (i.e. finance team)
- Utilities or ongoing operations costs.
- We like to see that the host institution or partner institutions provide space as part of their investment.
- Some preservation materials can be included, like archival folders or boxes, but large scale
 infrastructure projects are not eligible. MEAP does not fund conservation projects, so these
 expenses should be a small part of the budget.

*DISCUSS THIS WITH YOUR HOST INSTITUTION BEFORE SUBMITTING YOUR APPLICATION.

Budget: Ineligible Costs



*MEAP will not fund the creation of new media (i.e. oral histories, films, documentaries, exhibits)

- Audio recording equipment
- Video recording equipment
- Film makers or documentarians
- Curators
- Promotional materials (pamphlets, etc)

MEAP can fund the creation of contextual data.

- Consider working with project stakeholders to capture contextual details about the collection objects
- Capture memories in structured metadata through inventory or in a survey or report
- Consider hosting community events that may allow more community members to discuss and explain unknown materials

Budget: Community Engagement



Website Development

- "Website costs should represent only a small percentage of the total grant amount and should not extend beyond the length of the grant." (MEAP Guidelines, 4.1.5)
- *Remember that online publication and digital preservation are part of what UCLA provides in the grant.
- *UCLA publishes with multi-lingual metadata.

Public events or focused efforts to engage a local community:

- "Disseminating the results from the project, such as conference talks or public/educational displays, especially where they are aimed at informing local people." (MEAP Guidelines, 4.1.5)
- Events should focus on (1) rights or (2) documentation (metadata creation).
- Unlikely to fund events that are strictly promotional.



Applying to MEAP

Application Dates



Preliminary Application	Due Monday, November 17, 2025	
MEAP Internal Review	Decision communicated by December 2025 *Email sent to Primary Applicant through Survey Monkey Apply	
 Detailed Application Archival Partner Form(s) Host Commitment Form Copyright Permission Agreement 	Due Friday, February 20, 2026	
External Review, MEAP Board Review		
Decisions Communicated	Summer 2026	

More here: **Call for Applications**

Application Process: Preliminary Stage



Preliminary Applications are reviewed by UCLA Library staff for eligibility. Send feedback for projects invited to complete a Detailed Application.

Eligibility

- Are materials from 20th or 21st Century?
- Are materials currently held outside North America, Europe (EU), other High Resource country?
- Are you applying for EAP funding?

Evaluation

- Is the project feasible due to scope, project team make up, budget priorities?
- Has project team considered question of rights regarding Open Access publishing?
- Budget eligibility

Application Process: Detailed Stage



If invited to complete a Detailed Application, applications will be reviewed by UCLA Library staff, technical experts, external experts (like peer review) and the MEAP Review Panel. Evaluation criteria includes:

- Endangerment | How urgently at risk is the content?
- Scholarly significance | How will the availability of this content impact research?
- Uniqueness | Is this material accessible elsewhere? Has it already been digitized?
- Viability of online publication | Has permission to publish online been secured? Does the project team have a plan for assessing ethical or privacy rights?
- Project feasibility | Does the project team have the necessary expertise and experience? Is the work plan clear and timeline feasible?

More here: **Call for Applications**

Apply to MEAP Online



All MEAP Applications must be submitted IN ENGLISH through the online portal at SurveyMonkey Apply:

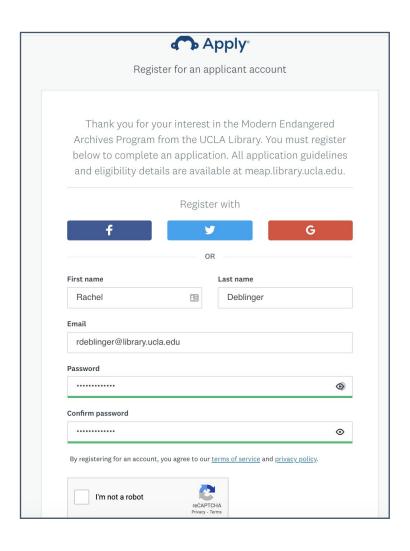
→ https://meap.smapply.io/prog/2025-26_meap/

Getting Started:

- Register for an account
- Complete application and Submit
- Can save answers and return to application
- Oraft with the <u>Application Template</u>

More here: **Call for Applications**

Apply to MEAP Online



21 1	Name your application		LY ns
Enda rcad om th	Title of Project	l	line :59
and b	75 characters maximum		
aller mul	CANCEL CREATE APPLICATION preservation of at-risk cultural heritage from parts of the world		

Apply to MEAP Online

UCLA Library

Section I: **Project Administration**

Section II: Collection Details

Section III: Project Plan and Deliverables (with project-type specific questions)

Section IV: **Budget**

Section V: Supporting Images and Files (Now Required)

^{*}Review <u>Application Template</u>

New Questions



- Have you applied for MEAP funding before?
 - Follow up: what have you learned from previous applications/what is different from previous applications?
- What do you hope to accomplish if this project is funded?
- Tell us about any potential rights concerns or ethical questions that are related to this project.
- Supporting images REQUIRED (4 5 images only)

^{*}Review <u>Application Template</u>

Collections



Name of Collection	Owner	Current location - institution	Current location - city, country	Agreed to participate?
				Yes

- Primary Material Type drop down list
 - a. What is the main material type in the collection?
 - b. Follow up: text box for additional material types

^{*}Review <u>Application Template</u>

Project Type Questions



Planning Grant: Number of months
How long do you plan to run your MEAP project? Must be between 1 and 12 months for Planning Grant
Planning Grant: What is the goal of your project?
Select all planned deliverables as a result of your MEAP Planning Grant.
□ Item Level Inventory
□ Collection Level Survey(s)
☐ Finding Aid
☐ Test digitization
☐ Build relationships with collection holders
Secure permissions for digitization and publication
Planning Grant: Deliverables Notes
Please add any details to explain the above deliverables.
*This question is optional, but allows you to explain your plans related to Planning Grant deliverables.

Proj	iect Grant: How many physical items do you expect to digitize?
	amount of physical materials that you intend to digitize or catalog (e.g. 300 bound books, 15 VHS tapes, 4,000 hours of reel-to-reel audio recording, or
15,00	00 ephemera items)
Proj	ect Grant: What kind of digital files do you intend to create through digitization?
You	can explore the required format types for preservation on our Project Guides.
	TIFF
	WAV
	MP4
	Other

Budget

udget			
all proposed budget costs must be give	n in USD (\$) and only eligible costs will be a	ccepted. Consult the MEAP Application Guideline:	s for a full list of
ligible expenses. Include 0 for non-app	licable categories.		
	Amount	Notes	
Salaries and Benefits:			
Equipment and consumables:			
Travel and Expenses:			
Training:			
Other Costs:			
Total	0		

Budget Summary	
	etter understand the project priorities. For example, do you need training to learn a new method, equipment to onents of the project? Tell us how you will spend the grant funds to ensure your project is successful.

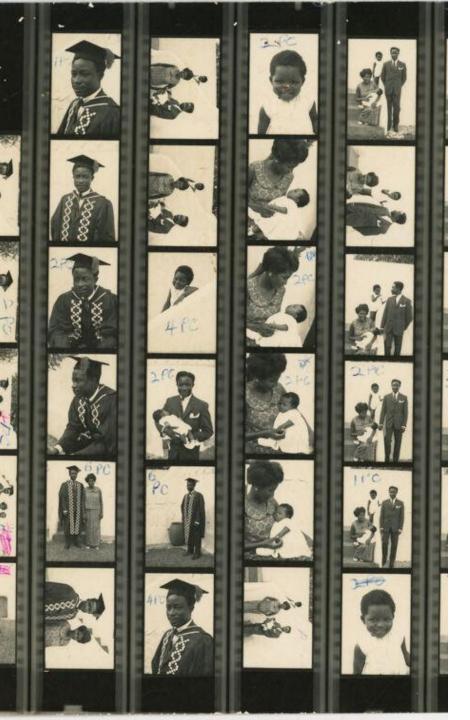


Resources and Next Steps





- Explore available MEAP resources
- Follow up with questions at meap@library.ucla.edu
- Request time to meet (via zoom)
- Submit Preliminary application by November 17, 2025



Resources



Documentation that outlines standards, workflows, and best practices for digital preservation projects:

Project Planning Guides	 Planning a Print/Photography Digitization Project Planning a Audio Digitization Project Planning a Video Digitization Project Digital Projects Guide (2025)
Survey Templates Reference for Planning Grants	 MEAP Template for Survey Planning MEAP Template for Item Level Inventory
Metadata Resources Guides for MEAP specific metadata requirements	 MEAP Metadata Template (Updated) MEAP Metadata Handbook (new)

Resources: Planning Grants



Project Examples:

- Memories from no-man's land: Archives of the Peruvian self-defense militias
- The Biobio Legacy: Mapuche-Pehuenche Organizing and Resistance in Chile
- Visual Histories of Northeast India
- Exploring regional engagement with film in India through a collection of celluloid ephemera
- Conserving the Archives of Progressive Pakistan
- <u>El gran film del Uruguay Colección Carlos Alonso / The great film of Uruguay Carlos Alonso</u>
 <u>Collection</u>

Resources: Project Grants

UCLA Library

Project Examples:

- The Photo Surprise Archive of Photo Jack
- Recordings of Hereditary Musicians of Western Rajasthan
- <u>El Mundo al Día (República Dominicana)</u>
- ISPAN Cap Haitien Archives
- Arab Image Foundation Photo Negatives
- <u>Memoria Abierta Publications</u>

Resources: Application



- <u>MEAP Guidelines</u> Details the application process, program criteria, and eligible (and ineligible) expenses. <u>Available in multiple languages</u>.
- **Application Templates** Guides for the <u>Preliminary</u> and <u>Detailed</u> Application. Should be used as guides *before* submitting online applications. Makes clear what you need to complete the online application.
- <u>Handbook for Applicants</u> Includes details about eligibility, due dates, and best practices.
 Also provides insight into building project budgets and points to additional resources.
- <u>Translated Resources</u> MEAP makes forms and Program Guidelines available in multiple languages, including Arabic, Farsi, French, Hindi, Indonesian, Portuguese, Spanish, Swahili, and Turkish here.

Resources: Additional Application Forms



*Forms Required at Detailed Phase: Start conversations now. Will you be able to acquire signatures over Holiday Break?

- <u>Archival Partner Form</u> Commitment form for your archival partner. If you have more than one, you'll need more than one form. Formal letter of participation also accepted.
 - o If the collection is not housed at your institution, the organization that currently houses and/or owns the archival material is the Archival Partner.
- <u>Copyright Permission Agreement</u> Commitment form for copyright owner or archival steward.
 Best accompanied by any related formal documentation. Ensures that UCLA Library has the right to publish and steward digital copies of original materials. Does not transfer copyright or ownership rights.
- Host Commitment Form Confirms institutional agreement to serve as a Host Institution. The
 Host Institution is responsible for completing all administrative paperwork, signing a legal
 agreement with UCLA, distributing funds as detailed in the project budget, and accounting for
 project funds.



Thank you!





