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|-------------------------|--|---------------------|---------------------------------|
| <b>Project Acronym:</b> | DCH-RP   |                     |                                 |
| <b>Project Title:</b>   | Digital Cultural Heritage Roadmap for Preservation - Open Science Infrastructure for DCH in 2020 |                     |                                 |
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|   |   |
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## Context

|               |                                |
|---------------|--------------------------------|
| WP 1          | Project Management             |
| WPLeader      | ICCU                           |
| Task 1.1      | Project kick-off               |
| Task Leader   | ICCU                           |
| Dependencies  | All WPs                        |
| Starting date | 1 <sup>st</sup> October 2012   |
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|                |  |
|----------------|--|
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| Contributor(s) | All  |
| Reviewers      | Steve Brewer (EGI.eu)                                |
| Approved by:   | Rossella Caffo (ICCU)                                |

| Version | Date                           | Author                       | Context                                  |
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| 0.2     | 25 <sup>th</sup> November 2012 | Sanja Halling (Riksarkivet), | Second draft                             |
| 0.3     | 29 <sup>th</sup> November 2012 | Steve Brewer (EGI.eu)        | Final draft with peer reviewers comments |
| 0.4     | 30 <sup>th</sup> November 2012 | Sanja Halling (Riksarkivet)  | Final draft                              |
| 1.0     | 30 <sup>th</sup> November 2012 | Patrizia Martini (ICCU)      | Final version                            |
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# 1 Summary

This deliverable describes the kick-off meeting of the DCH-RP project and the public presentation of the project within the international context: the 4<sup>th</sup> International Euro-Mediterranean Conference (EuroMed 2012).

The kick-off meeting was held in ROME on October 8<sup>th</sup> 2012 at the Istituto Centrale per il Catalogo Unico (ICCU). The participants were project partners and other contributors representing relevant Institutions involved in the digital cultural heritage preservation sector who may participate in the project.



Fig. 1: the DCH-RP group of partners and contributors at the kick off meeting in Rome.

The first public presentation of DCH-RP took place at Limassol in Cyprus at the 4<sup>th</sup> International Euro-Mediterranean Conference - EUROMED 2012 (October, 28<sup>th</sup> – November 3<sup>rd</sup>). The aim of the participation in the event was to inform the target audience (cultural institutions, research centres, etc.) about the launch of the project. It was also an occasion to reach other institutions and e-Infrastructures interested in joining the DCH community.

## 2 Introduction

DCH-RP is a coordination action whose outcome is a Roadmap for the Implementation of a Preservation Infrastructure for DCH which will be the first instance of the Open Science Infrastructure for DCH in 2020.

The Roadmap is an ongoing action with a global view and coordinated approach to the digital preservation issues. It will be supplemented by practical tools which would help on the one side the monitoring of activities and thus would be of great benefit to stakeholders such as the EC and national ministries, but also would offer knowledge instruments to stakeholders from the DCH domain (cultural institutions) to make informed about decisions on digital preservation.

## 2.1 Structure of the document

This Deliverable provides an overview of the work done with planning and carrying out of the kick off meeting of the project. Firstly, this deliverable describes the kickoff meeting organised for the project partners in order to start up project team activities and enable detailed planning on the achievement of the different parts of the working plan and also to validate particular structures of tasks to be carried out in working packages. Secondly, this deliverable describes the public kick off presentation of the project which was fulfilled in order to introduce the project to the broader international audience that brought together policy makers, research communities, the e-infrastructure communities and professionals from the cultural institutions.

## 2.2 Objectives of the deliverable D 1.1

The deliverable D 1.1 is the outcome of the Work Package 1, which, according to the Description of Work among others tasks must fulfill the task 1.1 - Project Kick-off. In the Description of Work it is stated that this task will organise a kickoff meeting that will *“review the Description of Work and give every WP and Task leader the opportunity to outline their plans, as well as to describe what is expected, and when, from every partner. A public event will be organised together with the kick-off meeting in order to inform the target audience about the launch of the project (cultural institutions, research centres, etc.) and in particular to get involved the other e-Infrastructures that have interest in the DCH sector.”* The purpose of the deliverable D 1.1 is to describe how the kickoff meeting was carried out

### 3 DCH-RP Kick-off meeting

The kick-off meeting was attended by DCH-RP partners and also by other external partners involved in the e-infrastructure and the management as well as preservation services for digital collections in the DCH sector.

The purpose of the meeting was to officially start up project team activities and to create a common understanding and an overview of the goals and structure of the DCH-RP project. DCH-RP partners and other contributors went through the objectives of the WPs activities in order to ensure a good structure of the project and to identify and establish links between partners and leaders of WPs activities.

A detailed meeting agenda was prepared and sent to all the participants in advance.

#### 3.1 Agenda

|               |   |   |
|---------------|---|---|
| 9,00 – 9,30   | Registration and welcome coffee   |   |
| 9,30          | Approval of the Agenda  |   |
| 9,30 – 10,30  | Partners' presentations   | Each participants introduces her/himself and the partner organisation   |
| 10,30 – 10,50 | Introduction to the scope of the project and its strategic background               | R. Caffo, ICCU  |
| 10,50 – 11,10 | Presentation of the Project Officer   | W. Jansen, EC   |
| 11,10 – 11,30 | coffee break  |   |
| 11,30 – 12,30 | Overview of the workplan, objectives, milestones, schedule and project management – | A. Fresa, Promoter  |
| 12,30 – 13,00 | Discussion  |   |
| 13,00 – 14,00 | Lunch break   |   |
| 14,00 – 16,00 | Introduction to WP2, WP3, WP4 (40 minutes per WP)                                   | VP Leader presents tasks and activities foreseen in each WP and the partners discuss and agree on the detailed workplan for the first 6 months<br>WP2: WP2:ICCU, WP3: RA, WP4: BELSPO |

|               |  |   |
|---------------|--|---|
|               |  |   |
| 16,00 – 17,30 | WP5: Coordination of WP5, the eCSG, organisation and implementation of the individual proofs of concept<br>- | The WP Leader presents the approach to the coordination of WP5 (EGI)<br><br>Presentation of the eCSG service that is available for the implementation of the proof of concept (INFN)<br><br>Each partner responsible for one proof of concept presents how they are planning to carry out the work in their respective countries (ICCU in Italy, PSNC in Poland, NIIFI in Hungary, RA in Sweden, STIS in Belgium and EVKM in Estonia) |
| 17,30 – 18,00 | Action items for the first 6 months, next project meeting  | A. Fresa, Promoter  |
| 18,00 – 18,15 | Conclusions  | R. Caffo, ICCU  |
| 18,15         | End of the meeting   |   |

### 3.2 DCH-RP Partners and other Institutions

#### Partners:

- 1 ICCU - Italy
- 2 RIKSARKIVET - Sweden
- 3 BELSPO - Belgium
- 4 EVK - Estonia
- 5 COLLECTIONS TRUST - United Kingdom
- 6 Promoter - Italy
- 7 EGI.eu the - Netherlands
- 8 INFN - Italy
- 9 PSNC - Poland
- 10 NIIFI - Hungary
- 11 EDItEUR - United Kingdom

- 12 TERENA - the Netherlands
- 13 Michael Culture - Belgium

### **Other Institutions**

1. Consortium GARR - Italy
2. Marciana Library of Venice - Italy
3. National Library of Florence - Italy
4. Vatican Library -Vatican City

### **3.3 Participants**

R. Caffo, A. Fresa, B. Justrell, S. Halling, R. Kallman, J. Moulin, R.Vandenborucke (in teleconference), I. Ensaar, L. Balint, M. Brzezniak , G. McKenna, C. Loucopoulos, S.Cagnot, M.V. Leroy, S. Brewer, R. Barbera, P. Martini, L. Ciancio, G. Ciccaglione, M. Messina, G. Bergamin, S.Tomassini, G. Paolini, P. Manoni, E.Sciotti, O. Braides.

### **3.4 Presentations**

Below a summary of the issues of the presentations with brief related discussions.

The Minutes of the meeting are available online in the reserved area of the DCH-RP website at the address: <http://www.dch-rp.eu/index.php?en/78/plenary-meetings>

#### **Introduction and overview**

The Introduction to the project and its strategic actions highlighted the needs of the DCH sector and the role of information technology management to ensure trust, availability, reliability, long term safety of content, security, preservation and sustainability.

The discussion was focused on the use of existing e-infrastructures as a channel for delivery, access and preservation of digital cultural heritage data.

As overview of the concept and objectives of the project the following topics were discussed:

- how to harmonise data storage and preservation policies in the DCH sector at European and international level;
- how to progress with the dialogue and connections among DCH institutions, e-Infrastructures, research and private organizations;
- how to establish the conditions for these sectors to integrated their efforts into a common work;
- which are the most suitable models for the governance, maintenance and sustainability of such an integrated infrastructure.

The importance of the participation of the partners in third party events to promote the DCH-RP project was pointed out in order to create a network of common interest and to contribute the ongoing process of building the DCH research community.



## **Dissemination**

The dissemination and sustainability objectives have the purpose of making the information gathered by the project available to the widest audience. The activities of the WP have the purpose of encouraging DCH actors, including cultural ministries and agencies, to engage with e-Infrastructures and to examine the delivery of preservation services. These objectives will be supported by creating and delivering dissemination support such as project website and brochures and international conference to present the project results to the public.

A Special window will be opened on the DCH-RP website on [www.digitalmeetsculture.net](http://www.digitalmeetsculture.net).

## **Preservation Roadmap**

Main objective of the project is to design and validate the Preservation Roadmap for DCH. As relevant steps it is necessary to identify the key characteristics and requirements for such activity, to investigate how e-infrastructure can contribute to digital preservation services for DCH and the development of a registry of services.

Exploring the state of the art in cultural heritage and e-infrastructure and comparing the interoperability principles adopted by the two communities will enable the project to maximize their potential benefits.

## **Case studies and best practice**

The analysis of case studies will report on the results of existing projects and initiatives as well as standards, tools, workflows, approaches, solutions, demonstrators and applications which are useful keys for the two communities of DCH and e-Infrastructures. This analysis will support the validation of the preservation Roadmap for DCH.

## **Proofs of concept**

Two cycles of proofs of concept will be carried out and their results will inform the evolution of the Roadmap design. The execution of the proofs of concept will be based on the re-use of the eCulture Science Gateway produced by INDICATE.INFN (The Italian Institute for Nuclear Physics) agreed to upgrade the service with the upload function that will enable the content providers to store their data. Six pilot sites for the proof of concepts are foreseen in Europe, led by EGI.eu:

- Italy with e-infrastructure facilities provided by INFN & data provided by ICCU
- Poland with e-infrastructure facilities and data provided by PSNC
- Hungary with e-infrastructure facilities provided by NIIFI and data provided by Hungarian cultural institutions that will cooperate with NIIFI
- Sweden, Belgium and Estonia, with e-infrastructure facilities provided by the NGI exploiting the Memorandum of Understanding signed in the frame of DC-NET and data provided by the DCH-RP partners.

All the presentations are available online in the reserved area of the DCH-RP website at the address: <http://www.dch-rp.eu/index.php?en/78/plenary-meetings>

### List of the presentations

- Rossella Caffo (ICCU), Introduction to the scope of the project and its strategic background ([PDF](#), 796 kb)
- Antonella Fresa (PROMOTER), Overview on behalf of the Project Officer ([PDF](#), 546 kb)
- Borje Justrell, WP3 Preservation Roadmap ([PDF](#), 652 kb)
- Jean Moulin (BELSPO), WP4 Case Studies and Best Practice ([PDF](#), 459 kb)
- Jean Moulin (BELSPO), BELSPO contribution to WP5 ([PDF](#), 417 kb)
- Steve Brewer (EGI), Proofs of Concept ([PDF](#), 1,123 kb)
- Roberto Barbera (INFN), The e-Culture Science Gateway ([PDF](#), 955 kb)
- Lajos Balint (NIIFI), Proof of Concept - preliminary NIIFI plan ([PDF](#), 608 kb)
- Sanja Halling (RIKSARKIVET), DCH\_RP WP5 Proof of Concept ([PDF](#), 585 kb)
- Sanja Halling (RIKSARKIVET), DCH\_RP ([PDF](#), 232 kb)
- Antonella Fresa (PROMOTER), Action items for the first 6 months, next project meeting ([PDF](#), 97 kb)

### 3.5 Overview of the workplan

#### Work Packages

| WP  | Title                            | WP Leader | Participants  |
|-----|----------------------------------|-----------|---|
| WP1 | Project Management               | ICCU      | Promoter  |
| WP2 | Dissemination and sustainability | ICCU      | RA, BELSPO, EVKM, CT, Promoter, EDItEUR, MCA          |
| WP3 | Preservation Roadmap             | RA        | RA, BELSPO, EVKM, CT, Promoter, PSNC, NIIFI, EDItEUR  |
| WP4 | Case Studies and Best Practice   | BELSPO    | RA, BELSPO, EVKM, Promoter, INFN, EDItEUR, TERENA     |
| WP5 | Proofs of concept                | EGI.eu    | RA, BELSPO, EVKM, Promoter, EGI.eu, INFN, PSNC, NIIFI |

### 3.6 The Italian Working Group

The first proof of concept will be organised in Italy and this will be used as an example for the organisation of the next run in the other countries. For this purpose in the meeting the constitution of an Italian working group in the framework of the project activities was discussed and defined.

The Italian test will be based on the national long-term preservation initiatives: Magazzini Digitali and Internet culturale/MagTeca. Magazzini Digitali is a National Service for the coordination of long-term preservation and access of digital resources. The project, launched by Fondazione Rinascimento Digitale, the Central National Libraries of Florence and Rome and the National Library Marciana in Venice, has completed the testing of the model of storage infrastructure for long-term preservation.

<http://www.bncf.firenze.sbn.it/pagina.php?id=212>. Internet Culturale is the Italian digital library and cultural institutions portal. It provides “digital and multimedia resources” to delve into literary, scientific, artistic, and musical culture. The MagTeca is a digital archive which provides a free management and conservation service for digital collections at web resolution and complete with metadata.

Internet Culturale and MagTeca are coordinated by ICCU.

<http://www.internetculturale.it/opencms/opencms/it>

In the meeting it was decided to set up an Italian Working Group by the following Institutions and representatives: (for its formal composition see ANNEX 1)

- Consortium GARR (Roberto Barbera)
- Marciana Library of Venice (Maurizio Messina , Orsola Braides)
- National Library of Florence (Giovanni Bergamin)
- Vatican Library (Paola Manoni)

In the meeting It was agreed the participation in the DCH-RP project of the above mentioned Institutions, as “Affiliate members” by signing a *Cooperation Agreement* (see ANNEX 2).

### 3.7 Conclusions of the kick-off meeting in Rome

The kick-off has successfully reached its goals and the coordinator concluded the meeting summarizing for each partner the list of issues and the activities to be carried out. She defined the scheduling of next meetings and events:

- A public event in Cyprus – EuroMED2012 on November 2012
- A public event on February in Rome, close to the Ariadne project kick-off;
- Next Plenary meeting on February 2013, 14-15 in the venue of Marciana Library in Venice.

## **4 DCH-RP Public presentations at EUROMED 2012**

### **4.1 Background**

The public launch of the project DCH-RP took place at the 4th International Euro-Mediterranean Conference on Cultural Heritage - EUROMED 2012 in Limassol, Cyprus on the 1st November 2012. EUROMED 2012 has been organized by the Cyprus University of Technology, under the patronage of UNESCO, the Auspices of the CY-Presidency of the EU Council and in cooperation with the European Commission, the ESF/COST Programme, the Europeana, the CY Ministry of Education and Culture and the Department of Antiquities. This conference was a large interdisciplinary and multidisciplinary event focusing on cultural heritage, and in particular on research related to digital cultural heritage and new technologies and approaches for the protection, massive digitisation and preservation of cultural heritage.

### **4.2 Participants**

The project was announced to the audience that brought together policy makers, research communities, the e-infrastructure communities, professionals from the cultural institutions across Europe and beyond. This variety of multidisciplinary participants at the event was very positive for discussion and the exchange of ideas, visions and knowledge in the use of new technologies both during the session and throughout the conference. There were about 60 participants at the session.

### **4.3 The public launch of DCH-RP**

The event was supported by the EC and representatives from several DG participated. The FP7 Programme “Cooperation, Capacity and People”, presented success stories and future views for the new upcoming Horizon 2020 programme. The intention of the session was to present e-infrastructure programmes by showing practical examples from the current multidisciplinary initiatives. The public launch was performed in a way that displayed the background of such initiatives.

The session was chaired by Wim Jansen, Scientific Officer, DG Connect and Project Officer for DCH-RP project. The project was presented by Sanja Halling, from Digisam which is a secretariat for National coordination of digitisation, digital preservation and digital access to cultural heritage, established by the Swedish government at the National Archives of Sweden to coordinate the continued development work on digitisation issues for cross-domain cultural heritage.

The session at which the DCH-RP project was presented concerned the e-Infrastructure Programmes, and there were five different projects about digital infrastructures presented:

- EGI: European Grid Infrastructure by S Brewer and S Newhouse, EGI.eu, Amsterdam
- EUDAT: Towards a European Collaborative Data Infrastructure by D. Lecarpentiera, et al, CSC - IT Center for Science Ltd, Finland
- SCIDIP-ES / SCIENCE Data Infrastructure for Preservation - Earth Science by M. Albani et al. European Space Agency ESA-ESRIN, Italy
- The e-infrastructures for the Digital cultural heritage: DC-Net, Indicate and DCH-RP projects. By Sanja Halling, from Riksarkivet, National Archives of Sweden
- Open Access to Scientific Results and Data. European Union's Efforts Through Openaire and Openaireplus FP7 Projects: Cypriot Participation: University of Cyprus

The title of the DCH-RP presentation was “Cultural institutions and the e-infrastructures: DC-Net, Indicate, Digital Cultural Heritage Roadmap for Preservation projects”. The presentation displayed the overall vision of the common data infrastructure for digital cultural heritage by presenting the background picture with the two inter-related projects that were carried out: DC-NET, (Digital Cultural Heritage Network) and INDICATE (International Network for a Digital Cultural Heritage e-Infrastructure) that were the basis for the DCH-RP project. The development is aligned to the fact that the new phase is beginning where the big cultural institutions are experimenting new paradigms of access to cultural heritage and a development from Framework Programme 7 to Horizon 2020 and the Digital Agenda.

The presentation highlighted that research infrastructures play an important role for the research applied to digital cultural heritage, particularly because all scientific sectors base their activities on the access to data through information systems. Therefore focus on the use of existing e-infrastructures as a channel for delivery, access and preservation of digital cultural heritage data is very important. The objective of DCH-RP is to create a validated Roadmap for the long-term preservation of digital cultural heritage by using existing research e-infrastructure for the delivery of advanced services to the digital cultural heritage.

There was a lot of interest at the session for the issues connected to e-Infrastructures and cultural heritage. There was, however many presentations and in order to manage to keep the time there was not enough space for a discussion connected to the DCH-RP project presentation. Nevertheless, the chair of the session, Wim Jansen, invited all the participants to discuss after the end of the session and a lot of people showed their interest for the project by taking contact with a representative afterwards, in order to find out more details about the project, ask more specific questions, and also to investigate possibilities of involvement of their institutions in the project as associated partners.

The following presentations are available on the DCH-RP web site:

- EGI: an Open e-Infrastructure for the Digital European Research Area and the Humanities *by Steve Brewer, Steven Newhouse, EGI.eu*

[DCH-RP Euromed 2012, Limassol, 13 November 2012: Brewer, Newhouse](#)

- Cultural institutions and the e-infrastructures: DC-Net, Indicate, Digital Cultural Heritage Roadmap for Preservation projects, *by Sanja Halling*, The National Archives of Sweden

[DCH-RP Euromed 2012, Limassol, 1 November 2012: Halling](#)

#### **4.4 Conclusions of the public presentation in Cyprus**

The public presentation of DCH-RP project at the very beginning of the activities of the project, represents the basis for a further analysis of interest in the issues of digital preservation for cultural institutions using e-infrastructures as well as raising the awareness of the project in Europe and internationally. Facilities provided by the e-infrastructures, as for example storage with authentication, authorisation and accounting services illustrates some of the mechanisms that can serve the needs of the sector, complemented with targeted specific services. DCH-RP will add some concrete results in the area of the digital preservation by supporting and intensifying the cooperation among the research sector, the cultural heritage sector and the e-infrastructures.

# ANNEX 1

## Letter of intent for the Italian Working group



*Ministero per i beni e le attività culturali*  
ISTITUTO CENTRALE PER IL CATALOGO UNICO DELLE BIBLIOTECHE ITALIANE  
E PER LE INFORMAZIONI BIBLIOGRAFICHE  
00185 Roma - Viale del Castro Pretorio 105 - Tel. 06/49210425 - Fax 06/4959302  
P.I. 00916801004 - C.F. 00608860581  
e-mail: ic-cu@beniculturali.it

Roma, 1 2 OTT. 2012  
prot. 2312/DRG.1/21.1

**OGGETTO** : istituzione gruppo di lavoro nell'ambito del progetto europeo DCH-RP.

Considerato il positivo avvio del progetto DCH-RP Digital Cultural Heritage – Roadmap for Preservation , approvato nell'ambito FP7 Capacities Programme – Research Infrastructures Theme – Topic INFRA-2012-3.3: *Coordination actions, conferences and studies supporting policy development, including international cooperation, for e-Infrastructures*

Considerato che l'obiettivo di DCH-RP è quello di progettare una condivisa "roadmap" per la preservazione dei contenuti digitali del patrimonio culturale, focalizzato sull'uso delle già esistenti e-infrastructure per la ricerca come canale per la fornitura di servizi al settore DCH-RP

Considerato che il Ministero per i Beni e le Attività Culturali- Istituto centrale per il catalogo unico è il coordinatore del progetto e quindi particolarmente impegnato nel raggiungimento degli obiettivi del progetto, per dare concreta attuazione alle azioni previste dal progetto,

si istituisce il seguente Gruppo di lavoro:

Il gruppo è così composto:

Responsabile:

Rosa Caffo (MiBAC- Direttore ICCU, Coordinatore del Progetto DCH-RP), [rosa.caffo@beniculturali.it](mailto:rosa.caffo@beniculturali.it)

Membri:

Patrizia Martini, ICCU, WP2 Task Leader , [patrizia.martini@beniculturali.it](mailto:patrizia.martini@beniculturali.it)

Andrea Giuliano, ICCU, [andrea.giuliano@beniculturali.it](mailto:andrea.giuliano@beniculturali.it)

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Giovanni Ciccaglioni, ICCU, [giovanni.ciccaglioni@beniculturali.it](mailto:giovanni.ciccaglioni@beniculturali.it)

Giovanni Bergamin , Biblioteca Nazionale Centrale di Firenze , [giovanni.bergamin@gmail.com](mailto:giovanni.bergamin@gmail.com)

Paola Manoni, Biblioteca Apostolica Vaticana, [manoni@vatlib.it](mailto:manoni@vatlib.it)

Maurizio Messina , Biblioteca Nazionale Marciana di Venezia, [messina@marciana.venezia.sbn.it](mailto:messina@marciana.venezia.sbn.it)

Gabriella Paolini , Consortium GARR, [gabriella.paolini@garr.it](mailto:gabriella.paolini@garr.it)

Sabrina Tomassini , Consortium GARR, [sabrina.tomassini@garr.it](mailto:sabrina.tomassini@garr.it)

Il gruppo di lavoro potrà essere integrato da altri esperti nel caso in cui ciò sia ritenuto opportuno dal coordinatore del progetto.

IL DIRETTORE  
(Dott.ssa Rosa Caffo)  
Coordinatore di DCH-RP



## ANNEX 2

### Cooperation Agreement



MINISTERO  
PER I BENI E  
LE ATTIVITÀ  
CULTURALI



#### DCH-RP Cooperation Agreement

A cooperation agreement is hereby concluded between:

Ministero per i beni e le attività culturali - Istituto centrale per il catalogo unico delle biblioteche italiane e per le informazioni bibliografiche, Viale Castro Pretorio 105, 00185 Roma in its role of Coordinator of the DCH-RP - Digital Cultural Heritage Roadmap for Preservation project, (“the Coordinator”)

of the one part,  
and

..... *Name (acronym), address, country,..... (“the Affiliated Member”)*

in its role of An Affiliated Member of the DCH-RP - Digital Cultural Heritage Roadmap for Preservation project

of the other part,  
collectively “the parties”, represented by their authorised representatives.

In the framework of the FP7 DCH-RP, the *Coordinator* entered into the Grant Agreement Number 312274 with the Commission of the European Communities, Directorate General Information Society and Media, with the objective of the harmonization of data storage and preservation policies in the DCH sector through a validated Roadmap for the implementation of a preservation e-infrastructure for DCH.

In the framework of the activities covered by the DCH-RP project, the parties have agreed to cooperate as it follows.

#### **Article 1 - Subject matter of the Cooperation Agreement**

The purpose of this Cooperation Agreement is to enable the *Affiliated Member* to participate in the DCH-RP network and to contribute to its activities in accordance with the conditions provided for in this agreement.

#### **Article 2 - Scope**

The *Affiliated Member* shall perform its share of the work pursuant to this Cooperation



Agreement in compliance with the project goals. The *Affiliated Member* shall cooperate with the *Coordinator* and with the other members of the DCH-RP network on one or more of the following topics.

Contributing to the DCH-RP technical activities, with particular emphasis on:

- gathering information and raising awareness about requirements for a preservation Roadmap for DCH and supporting its validation through case studies and best practices;
- carrying out proofs of concept whose results will support the evolution of the Roadmap design;
- contributing to the establishment and the activities of the DCH-RP National Working Group in own country, in accordance with its Ministry of Culture and/or other national Agency owner of national programmes in the digital cultural heritage sector;
- disseminating information about DCH-RP in each country and beyond and contributing to the enlargement of the DCH-RP network.

The *Affiliated Member* will be invited to participate in meetings organised by DCH-RP, following the schedule of activities indicated in the Description of Work and to other meetings possibly agreed with the European Commission.

In the framework of this cooperation, the *Affiliated Member* will also be invited to contribute to the DCH-RP reports, by the provision of specific content or expertise, after having discussed and agreed with the *Coordinator* their nature and scope.

### **Article 3 – Rights and duties**

The *Affiliated Member* will have the right to:

- be invited to conferences, international workshops and technical meetings organised by DCH-RP for the members of its working groups;
- have access to the DCH-RP deliverables, technical reports and other materials produced by DCH-RP in the frame of the scope of the DCH-RP initiative;
- participate in the DCH-RP National Working Group, if existing, in its country according to DCH-RP Terms of reference;
- participate in carrying out the proof of concepts running the experiment in its country;
- disseminate DCH-RP results.

The *Affiliated Member* will have the duty to:

- Report on dissemination initiatives undertaken.

Travel and subsistence costs will be normally sustained autonomously by the *Affiliated Member*. It should be clarified that only exceptionally the DCH-RP project will be able to refund to the *Affiliated Member* any travel expenses and in any case only after having reached a specific written agreement with the *Coordinator*.

### **Article 4 - Entry into force of the Cooperation Agreement**

The Cooperation Agreement shall enter into force from the date of its signature.

**Article 5 - Completion, expiry or termination of the Cooperation Agreement**

1. The present Cooperation Agreement shall terminate on the date of completion or termination of the DCH-RP Grant Agreement with the European Commission.
2. In the case that the DCH-RP network will continue its activities beyond the completion of the Grant Agreement with the European Commission, this Cooperation Agreement can be renewed on the basis of a mutual decision of the parties.
3. Each party may terminate this agreement subject to two months' written notice.

For the parties \_\_\_\_\_

***The Coordinator***

Ministero per i Beni e le Attività Culturali  
Istituto centrale per il catalogo unico delle biblioteche italiane  
Viale Castro Pretorio 105  
00185 Roma, Italy

NAME OF THE AUTHORISED REPRESENTATIVE: Rossella Caffo

TITLE: Director

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

***The Affiliated Member***

(WRITTEN OUT IN FULL, INCLUDING ADDRESS AND CONTACT)

ORGANISATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

NAME OF THE AUTHORISED REPRESENTATIVE: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

(PLEASE RETURN TWO SIGNED COPY TO THIS ADDRESS)

DCH-RP project, Mrs Rossella Caffo

Istituto centrale per il catalogo unico delle biblioteche italiane

Viale Castro Pretorio 105

00185 Roma, Italy

(AFTER THE COORDINATOR'S SIGNATURE YOU WILL RECEIVE A COPY BACK)

# ANNEX 3

## DCH-RP Fact sheet<sup>1</sup>

Digital Cultural Heritage Roadmap for Preservation - RI

Framework Programme 7 (2007-2013) Research infrastructures projects

DCH-RP



### DCH-RP

#### Summary

Digital Cultural Heritage (DCH) is producing a large amount of digital content that need to be safely stored, permanently accessed and easily re-used by the humanities researchers. The vision for the next two decades is to implement a federated infrastructure dedicated to support the application of open science in the arts and the humanities. Preservation is the first priority. National digitization programmes in Europe and internationally address the issue of the preservation in a separate manner, while a shared implementation of common e-infrastructure layers could be beneficial and cost effective.

DCH-RP is a coordination action to develop and validate a Roadmap for the implementation of a preservation federated e-infrastructure for DCH. Such infrastructure will exploit the facilities offered by the research infrastructures, namely by NRENs, Grid Initiatives and the newer data infrastructures. It builds upon the knowledge generated by DC-NET ERA-NET and INDICATE. DCH-RP does not deal with digitisation and will not perform a technical development itself which is instead a matter for national and regional programmes. DCH-RP will produce a Roadmap to be executed within future implementation projects. It will explore: how to harmonise data preservation policies in the DCH sector at European and international level; how to progress with the dialogue among DCH institutions, e-Infrastructures, research and private organisations; governance, maintenance and sustainability models.

#### Objectives

The main objective to be achieved by DCH-RP is to design a sound Roadmap for the implementation of an e-Infrastructure for preservation of DCH content, as part of a more general vision towards and Open Science Infrastructure for DCH in 2020. This will be a federation of existing infrastructures: national infrastructures (NRENs, NGIs), joint European activities/initiatives (e.g. EGI), European data infrastructures (e.g. EUDAT and SCIDIP-ES), research infrastructures (e.g. DARIAH, CLARIN, DASISH), by also involving, if and where possible, the commercial sector (e.g. commercially available cloud services). It will include the definition of the underlying service architecture, the applications, standardisation, processes and interoperability as well as the access, governance and maintenance policies. It will also investigate how the Infrastructure as a Service (IaaS) approach can contribute to the design and will have a special focus on Authentication and Authorisation issues.

DCH-RP will disseminate the results of the project to the wider cultural heritage and e-Infrastructure communities beyond the consortium, and to other regions outside the EU, in order to enable them to benefit from the research of the consortium and from the work of the project. Among others, the [digitalmeetsculture.net](http://digitalmeetsculture.net) platform will be employed for this purpose.

Six proof of concept will be organised where cultural institutions and e-infrastructure providers will experiment the actual use of grid and clouds to store cultural digital resources. They will be based on the use of the e-Culture Science Gateway (eCSG) which is an evolution of the results produced by the INDICATE project.

Sustainability of the infrastructure will be planned by investigating approaches and models from other similar initiatives in order to derive concrete solutions to be applied. This will also be pursued also by cooperation with the private sector, especially the publishers.

#### Action plan

The project consists of five work-packages:

- WP1 – Project Management
- WP2 – Dissemination and sustainability
- WP3 – Preservation Roadmap
- WP4 – Case Studies and Best Practice
- WP5 – Proofs of concept

#### Coordination activities

The first benefit of DCH-RP coordination activity deals with reinforcing the dialogue between the arts and humanities sector and the ICT infrastructure (e-Infrastructure) providers.

#### Project acronym:

DCH-RP

#### Contract n°:

RI-312274

#### Project type:

CSA-CA

#### Start date:

01/10/2012

#### Duration:

24 months

#### Web site:

[www.dch-rp.eu](http://www.dch-rp.eu)

#### Contact persons:

Rosella Caffo  
Project Coordinator  
[ros.caffo@beniculturali.it](mailto:ros.caffo@beniculturali.it)

#### Antonia Fressi

Technical Coordinator  
[fressi@promoter.it](mailto:fressi@promoter.it)

#### Project participants:

|          |    |
|----------|----|
| ICCU     | IT |
| RA       | SE |
| BLSPO    | BE |
| EVJOM    | BE |
| CT       | UK |
| PROMOTER | IT |
| BGI.eu   | NL |
| INPN     | IT |
| PSNC     | PL |
| NIFI     | HU |
| EDBLR    | UK |
| TERENA   | NL |
| MCA      | FR |

#### Keywords:

Digital cultural heritage, e-Infrastructure, digital preservation

#### Collaboration with other EC

funded projects:  
EPIK  
CHAIN REDS  
LINKED HERITAGE

*continued overleaf*



<sup>1</sup> In the fact sheet presented at EUROMED 2012 the name of the project is DC-MAP because there was a proposal of changing the name of the project that was rejected.



This dialogue will enable the DCH community to accelerate using the open science concept of e-Infrastructures which is producing such enormous advantages to the other scientific domains. On the other side, this dialogue will enable the e-Infrastructure providers to open up a new 'market' for their services, with potentially new opportunities of funding for the maintenance and the growth of their infrastructure. Further, the ICT infrastructure developed for research and education are expected to be less expensive in comparison with the private offers.

In this light, DCH will be accelerated in its digital agenda because of the push that it can gain by the e-Infrastructures that are already almost 'ready to be used'. Furthermore, by the adoption of the e-Infrastructure paradigm, DCH will remain 'attached' to the other research sectors, valorising commonalities and re-using available solutions already developed for/by other public domains.

**User communities**

The DCH-RP Preservation Infrastructure is targeted towards a multidisciplinary virtual research community composed by ICT research centres and cultural institutions who will be enabled to improve their scientific collaboration, innovation capacities and port-folio of services through empowered functions (e.g. access, search-ability, storage, usability, visualisation, preservation).

**International aspects**

DCH-RP is conceived as a coordination with international scope.

A specific task is dedicated to the establishment of international cooperation and implementation of common activities. This includes supporting the identification and synergy between projects related to the use of e-Infrastructures in the DCH sector, focusing in particular on the long term preservation issues, and promoting the development, integration and exploitation of the e-Infrastructures identified in the DCH-RP Roadmap also in extra- European regions which share the same interest to such topics.

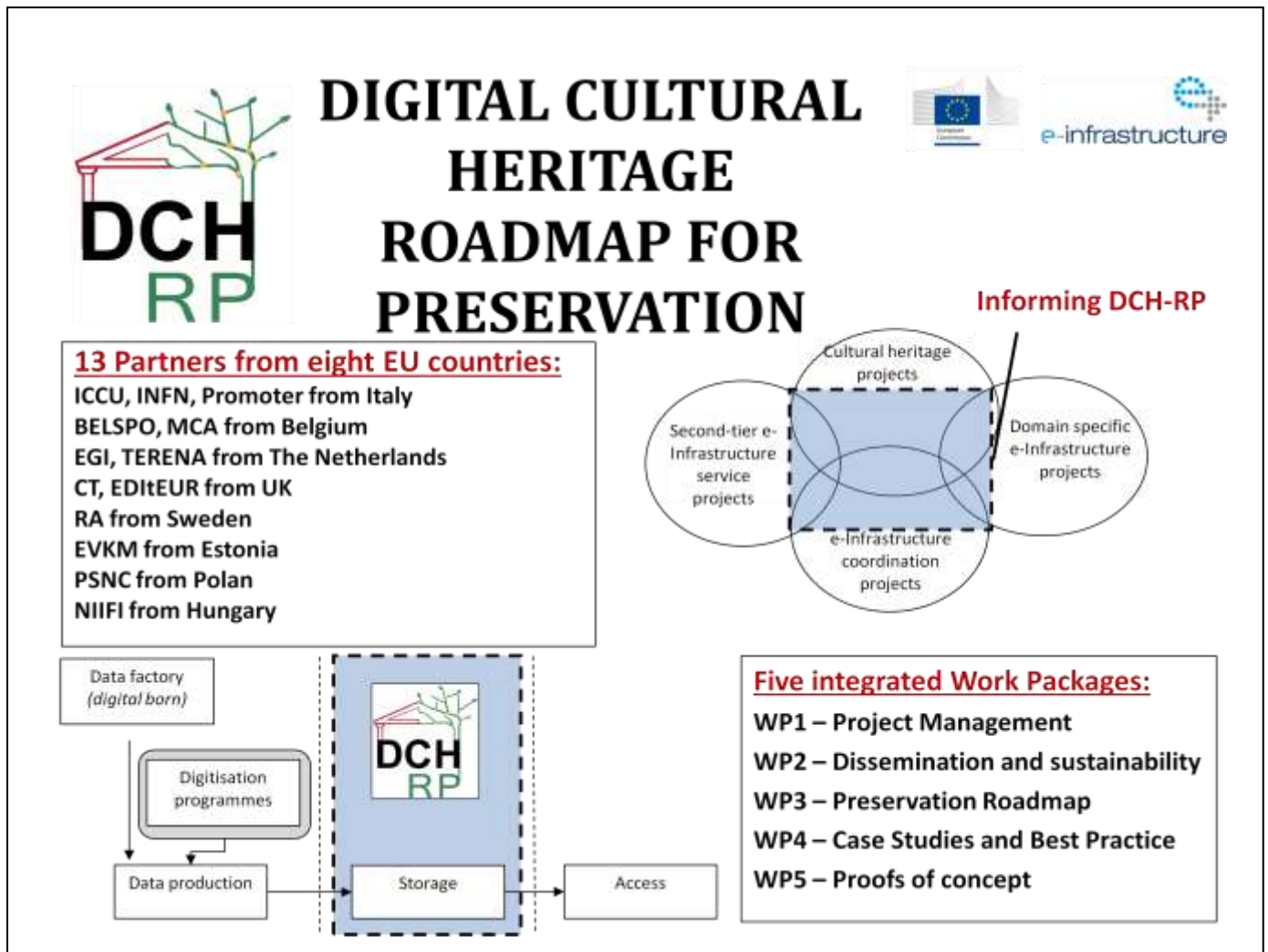


- 1. Stool, National Museum, Accra, Ghana
- 2. Botero's horse, Asti, Italy
- 3. Water tank, El Jadida, Morocco
- 4. Ancient Painting, Tang Dynasty, National Museum, Beijing, China

Photos: Archivio di Prato, S.C.L., Italy - 1994/2013  
 Photos: Archivio di Prato, S.C.L., Italy - 1994/2013



**ANNEX 4**  
**DCH-RP Poster<sup>2</sup>**



<sup>2</sup> In the poster presented at EUROMED 2012 the name of the project is DC-MAP because there was a proposal of changing the name of the project that was rejected.

# ANNEX 5

## Documentation

### Programme of the session

The screenshot shows the website for the International Conference on Cultural Heritage (Euromed 2012) held in Lemesos, Cyprus, from October 29th to November 3rd, 2012. The page is titled "Workshops - Thursday 01 November 2012" and indicates that there are no workshops today. The schedule includes:

- 8:00-9:00 Keynote speakers: Prof. C. Sablon and Dr. S. Ganz
- 9:00-10:30 **PLENARY SESSION**
- DEMETRA Room: Chairmen: W. Jansen, Scientific Officer, DG Dariah
- The e-Infrastructure Programme:
  - E2I: An Open e-Infrastructure Ecosystem for the Digital European Research Area and the humanities **S. J. Newhouse, S. Brewer** EGI.eu, Netherlands
  - EUDAT: Towards a European Collaborative Data Infrastructure **D. Lecarpentier, et al**, CSC - IT Center for Science Ltd, Finland
  - SCIDH-ES / SCIENCE Data Infrastructure for Preservation - Earth Science **M. Albani et al**, European Space Agency ESA-ESRIN, Italy
  - The e-Infrastructure for the Digital cultural heritage: DC-Net, Indicate and DCH-RP projects. **Sanja Halling, from Riksarkivet, National Archives of Sweden**
  - Open Access to Scientific Results and Data, European Union's Efforts Through Openaire and Openaireplus FP7 Projects: Cypriot Participation **F. C. Tsimpoglou, V. V. Koukounidou, L. A. Prokopios** University of Cyprus
- 10:30-11:00 COFFEE BREAK

Conservé per l'utilizzo degli elementi selezionati.

<http://www.cut.ac.cy/euromed2012proceedings/workshops01.html>

## Photographs from the session



<http://www.euromed2012.eu/index.php/event-photos/1st-of-november/>