***dLOC Seed Funding Proposal Outline***

**Project Details**

**Title:**

**Key Personnel:**

**Project Timeline:**

**Total Budget: $**

**Project Overview**

**Description of the Project**

**Collection Significance**

**Resources Needed**

**Collection Ownership and Copyright**

**Measuring Success**

**Implementation Plan**

**Equipment Required**

**Project Staff Required**

**Digitization of Collection**

* Metadata guidelines
* Project phases
* Digital workflow

**Quality Control**

**Load Content Online**

**Promotion of collection**

**Detailed Budget Overview**

**Equipment**

**Personnel**

**Travel**

**Total**

**Timeline**

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| **Time** | **Action** |
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