Exhibit 22

WVLS Digitization Program Proposal

WVLS would like to offer member libraries the opportunity to share their digitized collections with Recollection Wisconsin and the Digital Public Library of America. WVLS would be following the recommended best practices that are being successfully utilized by the Eastern Shores Library System and the Winding Rivers Library System. WVLS would include area public, academic, and school libraries in the WVLS Collection at a reasonable cost. We would use **Option 3** for our process. WVLS would host the collection on our servers and assist with the set-up for harvesting our data. WVLS would initially fund this program and within 3 years transfer the financial support to the libraries participating in this program.

Here is the link to the Recollection Wisconsin website: http://recollectionwisconsin.org/organizations

Share a Collection

All Wisconsin libraries, archives, museums, historical societies, and other cultural heritage institutions that hold materials related to state and local history and culture are invited to become contributing partners of Recollection Wisconsin by building digital collections and sharing digital content.
No special expertise is required–Recollection Wisconsin provides contributing partners with guidelines and training for all the steps involved in building digital collections, including planning, copyright, imaging, metadata, and digital preservation. We can also recommend software solutions to help you organize and display your digital collection.

There are several ways to include your digital collection in Recollection Wisconsin:

Option 1 **Use a web-based form to add up to 50 individual items (not multi-page documents) to a shared collection hosted in Omeka by WiLS.**
This no-cost option is intended for local historical societies and small public libraries dipping into digitization for the first time. Contact us to get started.

Option 2 **Build a collection hosted in CONTENTdm by the Milwaukee Public Library.**
This option is intended for small organizations without the technical or financial resources to maintain their own OAI-compliant database. Examples of collections hosted by the Milwaukee Public Library include the Villa Terrace Decorative Arts Museum, Milwaukee Area Technical College, and Langlade County Historical Society.

Option 3 **Build a collection using the compatible platform of your choice.**
In order to harvest metadata into our aggregated database, the software and server you use for your digital collection should be OAI-PMH compliant (Open Archives Initiative Protocol for Metadata Harvesting). OAI-compliant solutions we suggest are CONTENTdm, ResCarta and Omeka, but there are others available. We may be able to harvest metadata from legacy collections that are non-OAI compliant, e.g. PastPerfect Online or a home-grown database. Contact us for more information about this option.
Steps:
1.	New to digitization? Contact us and we'll schedule a phone call or an in-person visit to help you develop a digitization plan. Have an existing digital collection you'd like us to harvest? Contact us to discuss your options.
2.	Submit the Collection Harvesting Application.
3.	If needed, schedule a training session. Our staff can provide guidance in digital imaging, metadata, and digital preservation. Read more about these requirements in our Contributor Guidelines.
4.	After you've added some content (at least 20 items) to your digital collection, we'll harvest it. Subsequent data harvests take place once per month, picking up any additions or changes you make to your collection.
Costs: A one-time start-up fee of $100 is required. A one-time fee of $50 will be assessed for each additional collection (data set) harvested for the first time from the same OAI base URL.
Annual harvesting fees are based on the number of digital collections (sets) we harvest from the same OAI base URL.
$50/year		1-5 collections
$100/year		6-10 collections
$150/year		11+ collections