

Primary Source Cooperative: Application for New Member Edition

If you are working on a documentary edition and interested in publishing that edition with the Primary Source Cooperative, you will need to complete and submit this application. The fields below provide space for essential information about your edition, as well as more robust descriptions of the plan for the edition's content, workflow, principles, and goals.

Before beginning the application process, please review the information at [Join the Coop](#), which delineates the benefits of membership, the baseline technical requirements of the platform, and the expectations for ongoing participation in collaborative editorial processes and Coop governance. Please contact MHS staff members through the Coop email with questions.

N.B. The Coop does not have funding to provide financial support for partner editions, either for adaptation of existing print editions or for new digital editions.

About Your Project: Essential Info

Working Project Title	
Primary Project Contact [name and contact info]	
Project Abstract (1-2 sentences)	
Scope/Quantity of Materials (as known so far)	

Project Team (CVs also requested)

Project Director 1	
Project Director 2	
Other Project Contributor(s)	

Environmental Scan

This section will provide an explanation of the need for this digital edition and an overview of related documentary editing projects (either letterpress or digital) currently available.

What other forms of access already exist for these primary sources? Describe how this edition will improve upon current accessibility.	
What are some of the areas of research and pedagogical work that will benefit from these resources? Please identify other editions often used for similar research and explain how this edition will fit into that roster. How will it add to the knowledge base on the relevant topic(s)?	

Current Planning and Resources

We would like to know where planning and development of your edition stands now. **If there are already some policy documents and initial transcriptions underway, please submit a few representative samples.**

If work is underway on your edition, provide a synopsis of the tools you are using, policy conventions planned for or established, document and workflow tracking systems planned for or in use, and approximate quantities of documents flagged for transcription, transcribed, and/or annotated.	
What contact and/or agreements are already in place with relevant repositories, if any?	
Editorial apparatus	
What funding and/or other support is already available, if any?	

Documentary Editing Experience

The Cooperative's content development and production systems depend on editorial involvement with certain tools and conventions of documentary editing. Knowing a new team's background can help us plan orientation for that edition. With this in mind, please rate your level of familiarity with the following tasks and tools on a scale of 0 to 3—where 0 = none, 1 = basic understanding, 2 = working knowledge, and 3 = significant experience.

Project Management		Verification	
Selection		XML	
Transcription		TEI	
Encoding		WordPress	
Annotation		Copyright and Permissions	
Proofreading			

Along with the information above, we also welcome **OPTIONAL** supplemental materials with your application, such as sample transcriptions, letters of support, a one-page bibliographic essay, and/or CVs for each editor.

Please feel free to submit a short (max 600 words) **statement of intent** to tell us about your reasons for wanting to join the Primary Source Cooperative at the Massachusetts Historical Society. Within that text, answers to the following questions would help reviewers understand how well your edition fits the Coop:

- How do you anticipate the Cooperative helping your project achieve its publication goals?
- How do you expect your edition would benefit researchers using the Cooperative?
- How do you envision your edition being in conversation with the other editions that are part of the Cooperative/MHS holdings/the Cooperative theme of the long 19th century?