



THE NEW YORK BOTANICAL GARDEN

Challenges in reaching out to smaller collections:

- Determine what the smaller collection needs, how the larger can support
- Help them overcome their reluctance to digitize
- Convince them they have something to gain

Challenges in supporting smaller collections:

- Varied digitization experience and access to technical support
- Provide initial instruction, guidance, technical support to get digitization started
- Generate and disseminate formal documentation on recommended practices
- Maintain active communication and regular status reporting
- Meet large collection's project deliverables while supporting smaller collections
- Provide ongoing support without becoming a remote Information Manager
- Prepare small collections to be self-sustaining after project completion
- Do all of the above with few dedicated staff who are already over-extended

