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KOHC Transcription Grant Application FY 13-02

Please fill out the following information and submit a signed copy as the coversheet for your entire application

Project Title:	Being Loretto amid the needs of the late 20th Century
Short Project Abstract (50 – 100 words)	"Meeting the needs of the times" has been the mission of the Sisters of Loretto since the beginning of the community on the Kentucky frontier in 1812. In these oral interviews, individual members of the Loretto Community tell how they have lived their commitment to meet the needs of the late 20th Century, shaped by an increasingly global consciousness of social, political and cultural diversity.
Project Director / Title:	[REDACTED]
Address:	[REDACTED]
City/State/Zip:	[REDACTED]
Telephone:	[REDACTED]
Email:	[REDACTED]

Grantee (fiscal agent):	Sisters of Loretto (Loretto Literary and Benevolent Institute of Marion County, KY)
Address:	[REDACTED]
City/State/Zip:	[REDACTED]
Telephone:	[REDACTED]
Email:	[REDACTED]
Federal ID # (If non profit) or Soc Sec #	

Repository Responsible for Interview Storage and Access	Loretto Archives until the completion of the entire set of interviews; then by gift the Kentucky Historical Society, Oral History Commission
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Amount of Grant Request:	\$3500
Anticipated Number of Interviews to be Transcribed:	thirty

Signatures:

Project Director:	[REDACTED]	Date: Feb 28, 2013
Institutional Official (if applicable):	[REDACTED]	Title: [REDACTED]

Connections. Perspective. Inspiration.

Budget

Commission funds pay only for the stipend to or salary of the transcriptionist. Check the guidelines for information on the current maximum allowable rate per hour of recorded interview.

Please identify and explain the formula for determining stipends/salaries. While Matching, either In-Kind or Cash, is not required for this grant application, please indicate any anticipated matches.

Item	Matching	Request
Stipends / Salaries:		
23 interviews already transcribed at \$80/interview hour	\$ 1900	
30 interviews recorded and waiting to be transcribed		\$3500
Total:	\$1900	\$3500

Refer to the project grant guidelines for further information on how to prepare a project grant application. The application must address the following performance expectations and will be weighted according to corresponding percentages** (maximum 4 pages):

1. **Historic Value or Cultural Significance (40%)**

- Describe the historical/cultural significance of the interviews to be transcribed
- Emphasize originality of collection content
- Focus on the collection's significance to Kentucky history

2. **Condition of Collection (30%)**

- Identify interviewees by name
- Give a general description of the overall content of the interviews
- Include estimate or exact time of each interview
- Describe collections assessment for audible quality of interviews and any preservation or concern for conditions of usage

3. **Project Administration (20%)**

- Detail the procedures and timeline for carrying out the project
- Identify and explain the responsibilities of all project personnel
- Include transcriptionist information, who must be identified prior to application submission
- Include any work samples for proposed transcriptionist, if suggested in the guidelines.

4. **Anticipated Use for Public Consumption (10%)**

- Explain the plan for how the new documentation material will be made accessible (ie: the partner archive accessibility policy, public presentation of material, web presence etc...)
- Any anticipated publication, exhibit, or other form of presentation based on the interviews should also be explained.

Please attach a 1 page resume for each proposed project personnel and advisors.

Sisters of Loretto



Transcription Grant Application Kentucky Oral History Commission February 28, 2013

"Meeting the needs of the times" has been the mission of the Sisters of Loretto since the beginning of the community on the Kentucky frontier in 1812. In 2012, during our 200th Anniversary year, we initiated a series of oral interviews with members of the Loretto Community. The interviews focus on how individuals have lived their commitment to meet the needs of the late 20th Century. We completed fifty-three of these interviews by June 2012; of these, 23 have been transcribing as of February 2013. We plan to conduct a second set of 50-100 interviews by April 2014, with transcription to follow as funding allows.

The Rational for the Loretto Oral History Project: The decades since the Second Vatican Council have seen radical changes in the structures and works of communities of Catholic sisters. The documents of the Council urged religious communities to recover the spirit of their founders and recommit to their founding mission. For the Sisters of Loretto their Kentucky frontier origins and their expansion westward with the wagon trains were already cherished legacies. The Sisters were widely recognized in the mid- 20th century as leaders in Catholic education, pioneering innovative classroom practice in parochial and private schools beginning in central Kentucky and spreading across the country. Loretto's works included two colleges and schools in China and Latin America.

Encouraged by Vatican II, the Sisters of Loretto, as a community and as individuals, sought to renew their consciousness of and commitment to meet "the needs of the times." With a fateful decision in 1968 that the community would no longer direct individuals' work choices, the institutional base of Loretto's education mission underwent dramatic and rapid change. Many sisters chose to leave formal classroom teaching. Community leaders developed opportunities beyond the schools to enable members to broaden their consciousness of local, national and world-wide needs and to widen their experience of diverse social, political and cultural issues.

By the 1980s most sisters had assumed personal responsibility for the manner in which each one's life and work addressed "the needs of the times." Attracted by the sisters' contemporary works, women and men of various faiths joined the sisters as Co-members. Sisters and Co-members together committed themselves "to work for justice and act for peace" as the Loretto Community.

The story of institutional changes in the Sisters of Loretto and the Loretto Community in the late 20th century is told in the 2012 Jubilee book, *Century of Change*, as well as in two earlier books. The stories of individual members' lives and works in the same period has yet to be documented. That is the purpose of the oral history project "Being Loretto amid the needs of the late 20th Century". So far, fifty-three members have completed focused interviews with trained interviewers. Each has generously shared reflections on how her work choices have been an expression of her commitment to meet the needs of the times.

Project Personnel:

Four experienced archivists and oral historians have developed the interview program and served as interviewers. Anna Powell is Assistant Archivist for the Sisters of Charity at Nazareth, Kentucky; part of her work is coordination of the SCN's project to collect oral histories from their members. Rosie Moosnick has interviewed and written extensively about women in widely diverse settings. Fernanda Perrone's oral histories have focused on women's religious communities and their colleges. Doris Malkmus has studied American women's history and conducted an oral history project for the Iowa Women's Archives Rural Women's Project.

The Coordinator of the project is Sister Eleanor Craig. Eleanor assumed the position of Archivist for the Sisters of Loretto December 1, 2012. She currently serves on the Planning Committee for the Loretto Jubilee. It is with the Committee's encouragement that Eleanor has undertaken to coordinate this oral history project to capture the individual stories of commitment amid change. Eleanor's personal experience with interviewing dates to her Doctoral studies in the 1980s. Her project coordination experience is more current—see her resume.

Advising the project are Judi Jennings and Kim Klein, both having fundraising expertise as well as experience with oral history projects. The immediate past President of the Loretto Community, Sister Cathy Mueller, also advises.

Project Timeline and Progress:

February 4, 2012 we conducted a planning session in which the four interviewers and four members of the Loretto Community developed the interview protocol. Eleanor Craig developed and put in place a simple system for recruiting Loretto interviewees, scheduling and tracking the interviews and forms. Prior to the planning meeting, the interviewers had access to a prepublication copy of *Century of Change* and other Loretto documents.

April 22-24, 2012, during the 200th Anniversary Celebrations at Loretto Motherhouse in Marion County, Kentucky, the four interviewers met with 48 Loretto members for 1:1 interviews. Following the April interview sessions, the four suggested improvements for the protocol and ways to guide others in its use. Responding to a Technical Assistance request, KOHC loaned

four digital recorders for the April interviews and has allowed us to retain one digital recorder to complete another set of interviews this coming year. KOHC guidelines have been and will be followed and KOHC Interview Information forms and Release Forms are being used consistently throughout the interview processes.

An additional four interviews were conducted at a project planning session in February and one was conducted in May, 2012, for a total of fifty-three interviews completed as of February 2013.

April 2012-February 2013, transcription of 23 of the first 53 interviews has been accomplished, funded through the Loretto Jubilee Committee and private donors. Going forward, we hope to use KOHC funds to cover the cost of transcribing the remaining 30 interviews already completed and waiting to be transcribed.

Immediately following the April interviews, the Project Coordinator invited a college student of her acquaintance to attempt the transcribing task. A word-for-word audit of three transcripts compared with the audio interviews showed that the student could complete a near perfect transcript in a reasonable amount of time.

The Loretto Community raised funds sufficient to hire the student transcriber, who has, to date, completed twenty-three transcripts. About two thirds of these have been audited by the Program Coordinator and found to be word-for-word accurate (with the exception of a few specialized terms of religious life with which the transcriber was not familiar).

Interviews are about one hour in length, with a few closer to two hours. The interviewees speak plainly and clearly of the works in which they have invested their personal energies and the way these relate to their commitment to meet the needs of the times. The sound quality of the digital recordings is uniformly excellent, thanks to the KOHC recorders. Digital audio files are maintained on three different media storage units at the Loretto Archives. Digital copies are being sent in small batches by Internet to the transcriptionist, who works entirely and without difficulty on a computer to listen and transcribe, and then emails the transcripts back to the Loretto Archives. Electronic transcripts are saved with the digital audio files. Hard copies of transcripts are printed and stored with hard copies of the interviewees' personal data and permission forms. All interview materials will be deposited with the Kentucky Oral History Commission when transcription of the entire collection is completed—anticipated to be fall of 2014.

Future Plans:

April 2013-April 2014, additional interviews will be conducted by Loretto members trained to follow the same protocol developed and used by the original interviewers. Our goal will be to interview as many additional members as possible, likely 50-100. Supervision of the interviewers and review of their work will be an important function of Project Coordinator Eleanor Craig, with ongoing guidance from the original interviewers and advisors. The cost of

transcribing this second set of interviews will be met with funds raised in 2014. We expect to approach KOHC for a second grant to meet some of this expense.

At this time the Loretto Community has no concrete plans for the use of these interviews beyond the work of capturing them in audio and transcription form and making them accessible to an appropriate public. We believe, however, that the diverse works of Catholic nuns in the last half-century are an important part of the social and cultural history of our region and nation. We are eager to make the stories of sisters' individual contributions more widely available. To that end, we have formalized an agreement between the Sisters of Loretto Archives and the Kentucky Oral History Commission to donate the complete collection of audio interviews and audited transcriptions to the KOHC. Loretto will retain full rights of use and KOHC will assume responsibilities for storage, preservation, and accessibility to the public. A number of researchers within and beyond the Loretto Community have expressed interest in developing books or articles based on these interviews. It is our hope that the nature of the material will prove useful to a broad range of researchers, who will more easily find the interviews in the KOHC repository than at the Loretto Archives.