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NCC Multi-Volume Set Project 1999-2000 Guidelines and Application Form

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NCC MULTI-VOLUME SET PROGRAM
1999-2000 GUIDELINES AND APPLICATION FORM

The Multi-Volume Set Subcommittee of the National Coordinating Committee on Japanese Library Resources is pleased to announce its 1999-2000 program. Please note that the guidelines are almost the same as they were last year: Back issues of current serials will be considered valid candidates. Titles will be eligible for consideration for 75% funding assistance only if there is NO CIRCULATING COPY already available in the United States. Funding assistance will also be considered for titles for which no more than two other circulating copies exist nationally, but at the 50% level; in such cases a title may be requested that is not yet fully in print, but the requesting institution must pledge to complete purchase of the full set with local funds. Finally, a third category for funding assistance has been created to fill possible gaps in the program, and will permit nomination by librarians and/or faculty of titles they deem to be of particular importance to the Japanese studies community, but whose institutions may be unable to make a commitment to full funding of the 25-50% matching funds of the other two categories, or other requirements. Application deadline for this year’s program is January 7th, 2000. Please address any questions to Prof. Stephen Miller, whose address appears in the document below, or to:

Rob Britt
Chair, NCC Multi-Volume Set Committee
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University of Washington
East Asian Law Department
Marian Gould Gallagher Law Library
1100 NE Campus Parkway
Seattle, Washington 98105-6617

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National Coordinating Committee on Japanese Library Resources

National Program
for Coordinated Acquisitions of Japanese Multi-Volume Sets

Project Announcement
FY 1999-2000

PROGRAM

A. Objectives: The objective of this program is to strengthen Japanese research resources in American university libraries by supporting the purchase of expensive multi-volume sets in the Japanese language. The Program seeks to ensure that valuable materials are available in at least one library in the United States, by utilizing finite book funds as effectively as possible on a national basis.

B. Administration: The MVS Program Committee consists of five Japanese studies scholars and librarians who are appointed by the NCC, and functions as a clearinghouse for purchase requests for sets. The Committee will keep records of titles requested, whether approved or not approved, and of titles purchased, and will publish these records periodically.

1. The Committee currently consists of Robert Britt (rrbritt@u.washington.edu), Stephen Miller (smiller@spot.colorado.edu), Kazuko Sakaguchi (sakaguch@ux1.cso.uiuc.edu), and Yasuko Makino (yamakino@princeton.edu) and one other member, not yet named as of this writing.

2. Funds awarded by the Japan-U.S. Friendship Commission are deposited in an account with, and will be disbursed by, the Japan Publications Trading Company, on instructions from the Committee.

CRITERIA OF SELECTION

Sets considered by this Program are defined as Japanese imprints relevant to Japanese studies that cost in excess of 100,000 yen (about $950.00) per set. There is no cost ceiling. Support is not available for large and expensive sets considered essential to any library but rather for those expensive multi-volume sets which, while important for research, are somewhat specialized and strain library budgets. Application may be made for any multi-volume set, including monographic multi-part publications or reprints of ceased or current periodicals, back issues of serials, and non-print materials of non-electronic nature which you believe to be both useful for your collection and essential for national resource purposes.

Support at the maximum level of 75% will be provided for titles of which there is no circulating copy in the United States. Publication of the entire set must be completed at the time of the
funding request; however, in such cases, preference will be given to titles published in their entirety by the end of 1997. Support will be provided at the level of 50% for sets of which there are no more than two copies. Sets not yet published in their entirety will be eligible for funding at this lesser level so long as the requesting institution commits itself to bear all costs of the purchase of volumes not yet published. Finally, requests may be made by institutions or individuals of sets they consider to be of importance to the Japanese studies community, but for which they are unable to fulfill obligations of the other two categories. In the case of approval of such requests, questions regarding funding, cataloging and housing of the sets will be negotiated.

To qualify for support, the Committee must consider the set to be one that should be available in at least one library in the United States. The Committee determines which sets will qualify for support and which libraries will receive support to purchase them. In determining distribution of awards, the Committee will consider each applicant institution's areas of specialization, unique character, collection development traditions, in addition to the presence of actual users of a specific set, the accessibility of catalog data, and the library's readiness to share purchased materials nationwide free of charge.

CRITERIA OF ELIGIBILITY OF RECIPIENT LIBRARIES

Any library in the United States that is willing and able to meet the following commitments is eligible:

1. Willingness to pay a designated portion of the price of the materials, and all shipping, handling and other charges related to acquisition of the set. If the program supports acquisition of sets not yet fully published, the institution must commit itself to acquisition of the remainder of the set once it becomes available. A participating library's willingness to pay a portion of the costs of acquiring the set demonstrates its commitment toward the purchase and increases the number of actual sets that may be purchased under the program. However, special decisions on funding and housing of materials may be made in those cases when the individual or institution making the request is unable to provide required funding.

2. Support for purchase of materials is given with the understanding that any institution receiving support will submit orders for purchase of the approved sets to the designated Tokyo agent, the Japan Publications Trading Company, as soon as possible but no later than one month after receiving notice of support. The recipient library must agree to provide prompt full-level cataloging of materials acquired under the Program into either RLIN or OCLC CJK, as soon as possible but no later than June 30, 2000. Each MARC record should contain the following 500 note:

   NCC-funded title; to be lent free of charge locally and nationally through ILL.

The library is required to notify the Committee as soon as cataloging is complete by sending a printout of the cataloging record. Libraries that are not prompt may not be considered for funding in the future, though special arrangements may be made for titles requested under the third category.
3. Library materials subsidized with funds from the Program must be available for borrowing by users at other institutions. The library must upon request promptly lend the material through interlibrary loan. The materials shall be considered the communal property of the Japanese studies library community, and shall be distributed according to local library procedures insofar as these regulations do not exclude users from free access to the materials. Bookplates will be provided to identify materials purchased with NCC support and must be affixed to every item of the set purchased under the Program.

APPLICATION GUIDELINES 1999-2000 MULTI-VOLUME SET PROJECT

A. Applicants for this project may be libraries in the United States that collect, process, and provide access to Japanese language materials, or faculty (independently or through their library) who serve at small institutions and for whom Japanese language resources are vital to their research. The librarian and/or scholar submitting the application is responsible for communication with the Multi-Volume Set Project Administering Committee.

B. The most complete bibliographic information available, and the most recent price in yen must be provided for each title requested. (Please remember that titles costing less than 100,000 yen will NOT be considered.) If available, include any parallel titles, edition information, distributor as well as publisher, series statement, and information specific to the particular title requested. Incomplete bibliographic or acquisitions-purpose information may result in the Committee's rejection of the application (Year of publication, for example, does affect the selection process, and it is the responsibility of the applicant to provide that information). Include brochures or other printed publication information, as well as relevant supporting communication from publishers and/or vendors, if available. Keep in mind that materials fully published by the end of 1997 will be given preference for 75% funding in FY 1999-2000, and that materials held or in the process of acquisition by another institution will not be considered for support under this program.

C. Applicants must provide evidence in the application of having searched the national databases, print and electronic, for possible holdings at other institutions. Applicants should also ascertain the availability or unavailability of currently held items through normal interlibrary borrowing procedures.

D. In general, supporting information should include reference to:

1. the strength of the institution's collection;
2. its ability to catalog materials promptly and fully into a national database;
3. the potential use of materials by local faculty and students and by the national scholarly community;
4. University or other institutional support for the Japanese collection (if support for the purchase of a partial set is requested, plans to purchase the remaining portion
should be outlined.

5. Confirmation that interlibrary loan of the materials will be free of charge to any user inside the United States; and

6. Justification of the value of the requested title to the national body of Japanese resources.

Letters of support for items 2, 4, and 5 from relevant officers—such as the heads of the cataloging unit, collection development budget division, and/or interlibrary loan services—strengthen an application.

E. One original and six copies of the application should be submitted to:

Prof. Stephen Miller  
Dept. of East Asian Languages and Civilizations  
Campus Box 279  
University of Colorado  
Boulder, CO 80304

Telephone: (303) 492-7545  
Fax: (303) 492-7272  
E-mail: smiller@spot.colorado.edu

F. All proposals must be postmarked by January 7th, 2000. If delivered by other means, proposals must be received at the Professor Miller's office by the close of business on the same day. Announcement of the awards will be made in March.
NCC
National Coordinating Committee on Japanese Library Resources

Application Form
Multi-Volume Set Project
1999-2000

Date:

A. Applicant:
   1. Institution:
   2. Address:
   3. Librarian or Faculty Submitting Application:
   4. Title:
   5. Telephone:
   6. Fax:
   7. Electronic Mail:

B. Titles Requested:
   1. Title (in both romanization and Japanese script):
   2. Place of Publication, Publisher, Year of publication:
   3. Number of Volumes/ reels/ videocassettes/ disks:
   4. ISBN / ISSN:

(Please add additional sheets as necessary for more titles.)

C. Supporting Information (add up to two separate sheets for narrative):