Digital Preservation Repository Service Modernization – September, 2022

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Project Description: Modernization of infrastructure and services constituting the Digital Preservation Repository (DRS) tool suite, which, by preserving Harvard's digital scholarly resources and institutional records for future (re)use by faculty, students, administrators, and staff, furthers the University's research, teaching, and learning mission and safeguards its legacy.

Overall Project Status

Overall Status	Project Status Description	Executive Attention Needed
GREEN	• The team leads are currently finalizing recruitment for project team roles. Backfill project manager is starting on 9/26. We are extending an offer to the finalist for the Senior BA position, with the goal of also starting them in the role by end of September / early October. Recruitment is ongoing for the project technical architect. • The project team leads are reviewing proposals in response to statement of work for the Digital Preservation Consultant engagement, with the goal of finalizing the engagement details by end of September and starting the engagement in early to mid-October. • Project website is projected to be released to public by end of September • Project team leads are currently engaged in recruiting members of the project executive committee, with the goal of completing recruitment by early October. • Several members of the project team will attend iPres digital preservation conference and interface with peers who are using digital preservation systems as well as vendors on our preferred list.	• Good progress was made on hiring for project roles. The team will be filled out with new hires by late September / early October. • Full stakeholder engagement and landscape review will begin once Digital Preservation consultant is on board (ETA by early to mid-October 2022)

Project Health Metrics

Category	Current Status	Previous Status	Trend	Comments (optional)
Overall	GREEN	GREEN	↔	Project activities are on track
Resources	YELLOW	GREEN	↓	Project team is not yet fully resourced due to hiring process taking longer than anticipated
Scope	GREEN	GREEN	↔	Project scope has been agreed on and accepted by stakeholders
Budget	GREEN	GREEN	↔	Project is currently on budget
Schedule	YELLOW	GREEN	↓	Project team hiring does impact schedule, but gaps can be closed with existing team members in the near-term

Upcoming Milestones / Deliverables

• Complete hire for BA, Architect, Consultant roles

- Release project website to public
- Complete recruitment for project executive committee
- Attend iPres conference and connect with peers / attend demos of digital preservation systems that are on preferred list for investigation
- Commence digital preservation repository landscape review and wider stakeholder engagement

Project Risks / Concerns

Risk / Issue	Mitigation Approach	Current Status	Previous Status	Trend