

MONTHLY PROJECT STATUS REPORT

Digital Preservation Repository Service Modernization – October 2024

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Sponsor: Martha Whitehead, Vice President for the Harvard Library and University Librarian and Roy E. Larsen Librarian for the Faculty of Arts and Sciences

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	<ul style="list-style-type: none"> Continued planning, prioritization and design for integration components that are being developed by LTS team Platform Configuration: Initial configuration is complete. Storage Infrastructure: Connected LIBSAFE AWS S3 to Wasabi S3 and successfully tested basic sync operations Migration Tooling Design: Held onsite workshop for migration tooling design and now finalizing the design Stakeholder Engagement and Workflow Testing Planning: Initial plans for workflow testing and stakeholder engagement were finalized, including outreach strategies to engage Implementation Partners in testing 	<ul style="list-style-type: none"> The team is making final adjustments to Harvard Key integration with LIBSAFE and ongoing storage integration testing. The team is now finalizing design of the content modeling in new system, in collaboration with the vendor with target of December 2024 for final design. The design phase for migration tooling is expected to conclude in January 2025, with development and testing of tooling scheduled for completion by March 2025. The project team is making the necessary adjustments to keep subsequent migration phases on schedule.

Project Health Metrics

Category	Current Status	Previous Status	Trend	Comments (optional)
Overall	GREEN	GREEN	↔	Project activities are on track
Resources	GREEN	GREEN	↔	Project team is fully resourced
Scope	GREEN	GREEN	↔	Project scope has been agreed on and accepted by stakeholders
Budget	GREEN	GREEN	↔	Project is currently on budget
Schedule	YELLOW	YELLOW	↔	The contracting process took longer than initially expected. Therefore, the implementation with vendor will start later than initially planned.

Upcoming Milestones / Deliverables

- Completion of Metadata Schemas and Content Model – Target: December 2024
- Completion of Migration Tooling Design – Target: January 2025
- Initial Workflow Testing with Implementation Partners – Target: Winter 2025
- Development and Testing of Migration Tooling – Target: March 2025