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## **Local History** **(Classes F1-F975, DU620-DU629, parts of Class D, and F1000 and below)**

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### **I. Scope**

For the purposes of this statement, local history materials are defined as those relating to the history of a country below the national level, such as the history of states, provinces, outlying territories, regions, counties, cities, towns or institutions located in such jurisdictions. Local history is, however, an integral part of history at the national level and serves to augment the collections on a national level by focusing on the specific rather than the general. So too, are local history publications closely related to, and, at times, difficult to separate from genealogical publications.

The Library's acquisition of local history is international in scope. In the Library of Congress classification system, with the exception of U.S. local history, the topic of local history is to be found under the general classes assigned to the history of each particular nation or region, and is, consequently, spread throughout Class D and Class F above F1000. U.S. local history is assigned call numbers from F1 through F975 and DU620 through DU629 (Hawaii). Histories of outlying territories of the U.S. are assigned call numbers in Class F (Puerto Rico and Virgin Islands) and Class DU (American Samoa, Guam, and Northern Mariana Islands). Important local history resources are also found in special collections of manuscripts, maps and atlases, microforms, newspapers, photographs, rare books, and electronic forms, housed in various custodial divisions of the Library.

Although frequently associated with local history, and in many instances drawing upon local history materials in their basic research, works in the field of genealogy are treated in detail in the Genealogy Collections Policy Statement. See also the United States History Collections Policy Statement and the Telephone and City Directories Collections Policy Statement. For developing countries, see the Developing Countries Collection Policy Statement.

### **II. Research Strengths**

The Library of Congress has one of the world's major collections of local history publications. The strength of the collection is in its size and depth, with the greatest strength lying in United States local history. Of particular note are the county, city and town histories and the serial publications of

historical societies, and the large retrospective collection of U.S. travel guides.

The following are examples of four of the many resources of significance to U.S. local historians in the special collections at the Library:

- County and Regional Histories and Atlases, housed in the Microform Reading Room, comprising nearly 700 reels of microfilm. States include California, Illinois, Indiana, Michigan, New York, Ohio, Pennsylvania and Wisconsin.
- The Lyman Copeland Draper Collection, housed in the Manuscript Division, comprising 134 reels of microfilm. A collection of original documents and notebooks dealing with the history of the Trans-Allegheny West.
- The Sanborn Fire Insurance Map Collection, housed in the Geography and Map Division, comprising 1,840 bound volumes. Insurance maps of U.S. cities from the late nineteenth and early twentieth centuries. Also found in the Geography and Map Division is a large collection of U.S. county and state maps and atlases published in the 19<sup>th</sup> and early 20<sup>th</sup> centuries. Atlases published during the past 50 years and covering regional, state, and provincial resources form another noteworthy reference group.
- *Historic American Buildings Survey (HABS)*; *Historic American Engineering Record (HAER)*, housed in the Prints and Photographs Division, include photographs, measured drawings, and written documentation of early American architecture. HAER provides information on over 30,000 sites, structures, and artifacts.

The Library of Congress offers electronic resources including web based subscription databases of newspapers, journals, books, magazines, manuals, and other materials relevant to local history research. Databases, including *Ancestry Library Edition*, *Heritage Quest Online*, *Accessible Archives*, *New England Ancestors*, and *ProQuest Historical Newspapers*, provide enhanced accessibility to the Library's collections and to those of other institutions. These electronic resources supplement the Library's extensive print holdings while adding unique collections and increasing the access to others held in an original format.

Digitized materials on local history from the Library of Congress collections include first-person accounts of *"California as I Saw It: First-Person Narratives of California's Early Years, 1849-1900*, *Pioneering the Upper Midwest: Books from Michigan, Minnesota, and Wisconsin, ca. 1820-1910*, and *The Capital and the Bay: Narratives of Washington and the Chesapeake Bay Region, ca. 1600-1925*, and other resources for local history research.

### **III. Collecting Policy**

The Library acquires local history materials containing substantial information of significant research value (i.e., materials which present new information, research, or analysis), avoiding repetitive and derivative publications.

The published output of local history varies greatly from country to country, both as to quantity and quality. Certain countries or regions produce numerous, lengthy, thoroughly researched volumes on local history, many of them of research value to a variety of fields (historical, demographic,

genealogical, sociological, etc.). In other countries or regions, local history materials tend to be produced under much less controlled and rigorous circumstances. Patterns of distribution, often outside the established book trade, may also be significant factors determining the success in building collections of such materials for any given geographical area. In many cases, the Library must depend on limited bibliographical information, or since much of the material is distributed outside the established book trade, on citations, specialized offer lists, or direct offers from the distributors of local history materials.

Because of these factors and the variability in quality and distribution patterns of this type of material, the resulting local history collection for any given country or region may appear to be sparse and/or the quality of some of the selected publications less rigorous than those of other countries or regions.

The Copyright Best Edition statement provides guidance for selecting materials for the local history collection.

#### **IV. Acquisition Sources: Current and Future**

Patterns of publication and distribution, for both mainstream and self-published works, are significant factors in attempting to build collections that support local history research. Because of the ephemeral nature of many self-published compilations, special efforts are required to identify and obtain this information.

A primary source of published U.S. local histories are works deposited with the U.S. Copyright Office that are selected for the Library's collections. Another major source of acquisition is the Cataloging in Publication program.

Not all materials deposited with the U.S. Copyright Office are added to the Library's general collections. If the item is marked as published on the Copyright registration form by the registrant, then a copy can be selected for the Library's collections; however, if the registrant indicates that the work is unpublished then the item must be held by the Copyright Office. In the case of unpublished deposits, Recommending Officers work with the U.S. Copyright Office to identify items that are appropriate for inclusion in the local history collection. The Recommending Officer solicits an additional copy from the author of each work which is then added to the Library's general collections. (See Copyright Circular 96: Transfer of Unpublished Copyright Deposits to the Library of Congress: 37 C.F.R. §201.23). The cost of reproducing copies of unpublished local histories selected from Copyright deposits must be borne by the Library of Congress.

Unpublished gift materials are reviewed on a case by case basis; materials of an ephemeral nature, brochures and pamphlets, are generally added to the Vertical File in the Local History and Genealogy Reading Room. Local history newsletters are typically filed in the Local History and Genealogy Reading Room Vertical File until the Recommending Officer decides that they should be sent forward for cataloging

Foreign publications, electronic resources, and materials not available through donation, copyright deposit or division GENPAC funds, are purchased with funds provided by the Marguerite S. Roll Trust Fund. This fund was established for the development of the local history and genealogy collections.

#### **V. Collecting Levels**

### United States

The Library acquires U.S. general histories of states, countries, cities and towns, including all time periods and aspects at Level 5. Histories of U.S. territories are acquired at Level 5.

The Library acquires:

General histories of counties, cities, and towns, including those which deal only with a specific period such as early settlements, the Civil War, etc; travel guides at the state and local levels.

Materials of research value which contribute to the study of national movements and events in local settings; make substantial contributions to historical, genealogical, or iconographic research (including indexes, abstracts, and transcriptions of local records and the federal census); and provide information on special aspects of the locale, including architecture, historical sites, ethnic groups, etc.

Publications which contain substantial genealogical information such as histories of churches and patriotic organizations, and published funeral home records.

The following list is arranged according to the sub-classes within the LC classification for local history of the U.S. and its outlying territories:

| LC Classification |                          | Collecting Level |
|-------------------|--------------------------|------------------|
| F1-F975           | United States            | 5                |
| DU620-DU629       | Hawaii                   | 5                |
| DU643-DU645       | Northern Mariana Islands | 5                |
| DU647             | Guam                     | 5                |
| DU813-DU819       | American Samoa           | 5                |
| F1951-F1983       | Puerto Rico              | 5                |
| F2136             | Virgin Islands           | 5                |

### Foreign countries

Because the Library has traditionally maintained extensive collections for Canada and Latin America, as well as for China, Japan, India, the United Kingdom, Ireland, and Western Europe, special efforts are made to build on the strengths of these collections, at Level 4. On a general, world-wide basis, the Library acquires foreign local history materials at Level 3, that is, at a level adequate to maintain knowledge of the subject for generalized purposes, but of less than research intensity.

The Library acquires:

Local history material with emphasis on the following: histories of cities, towns, districts, etc.; local histories which contribute to an understanding of events, movements, etc., of regional, national and international importance, or which serve as unique sources for research on local ethnic groups, cultures, customs, etc.; and publications which contain substantial genealogical information, including church registers; and indexes, abstracts and transcriptions of local records.

The following list is arranged according to the subclasses within the LC classification for local history of foreign countries:

| LC Classification |                                | Collecting Level |
|-------------------|--------------------------------|------------------|
| D1-DX             | History: general and old world | 3                |
| DA1-DA995         | Great Britain                  | 4                |
| DB1-DJ500         | Western Europe                 | 4                |
| DS401-DS486.8     | India                          | 4                |
| DS701-799.9       | China                          | 4                |
| DS801-DS897       | Japan                          | 4                |
| F1000-1140        | Canada                         | 4                |
| F1201-1392        | Mexico                         | 4                |
| F1401-3799        | Other Latin American countries | 4                |
|                   | All other localities           | 3                |

The Library does not acquire the following types of materials unless they conform to one or more of the criteria above: histories of local organizations such as schools, clubs, banks, trade unions, temples, etc.; and local guidebooks for other than major cities, and provincial or other sub-national units, unless they contain substantial information not found in national guides.

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