Final Report for CAP Grant Category 1, Metadata creation and Implementation Assistance

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Project Narrative:
> The purpose of the project was to begin by educating the GIS users in the State about the purposes and importance of metadata and how create and maintain metadata. Next, was to purchase tools that would assist GIS users in the actual creating and management of metadata. Lastly, was to create actual metadata for existing GIS data layers.

Measurable Project Results:

> **Three metadata classes were held with a total of 52 people receiving metadata training.**

> **15 copies of metadata software was purchased and installed on GIS computers with state government.**

> **Metadata was created for 23 GIS layers initially.**

> **Metadata continues to be created on new and existing GIS data.**

Project Importance – South Dakota began development of Clearinghouse node in 1996 with an FGDC CCAP grant. As part of that grant, base data sets were readied for staging on a clearinghouse and metadata sets were created. Because of changing state priorities, directives, timing, etc., the clearinghouse has not yet been implemented. That has not prevented the state from moving toward planning for developing a clearinghouse. A state standard metadata software has been selected (SMMS) and purchased and a number of state users have been trained in the operation and use of the software.

Describe metadata service

- Metadata is kept with the actual GIS data in an XML document of the same name as the GIS data.

- During the period of the CAP grant metadata was created for 27 sets of GIS data.

Next Steps (if appropriate)

- Now that several idividuals have been trained in metadata creation the State needs to make sure that all involved with GIS data create the proper accompanying metadata.

- Much of the work was completed by persons no longer employed by the state and therefore a great deal of knowledge and work was lost.

Feedback on Cooperative Agreements Program:

- Given the small amount of the CAP grant award and the large reporting requirements it is doubtful that the State will participate in this program again.

- Metadata is still not accepted or used widely in the State.

- Was the assistance you received sufficient or effective? No

- What would you recommend doing differently? I cannot make any recommendations as this was not my program or grant.

- If you were to do this again, what would you do differently? I would not do it.