

# Kentucky Genealogical Society Digitization Grant Application



## Organization Information

Name of Organization:

Tax ID/EIN:

Address:

Founding Year:

Phone Number:

Name of President/Director:

Email Address:

Name of Project Leader:

Email Address:

Organization's Mission/Vision Statement:

## **Proposal**

Describe the significance and strengths of the record set:

Demonstrate the connection between the records and relevant areas of historical/genealogical research:

Describe the anticipated impact of the completed project on the local community and/or Kentucky researchers:

Has your organization completed similar projects in the past? If so, please provide a brief description of the project and any relevant lessons learned:

What are the measurable goals this project hopes to achieve?

Describe availability and how researchers will access the records, once digitized:

## Record Set Information

### *Physical Condition*

Approximate age of records:

Describe the medium (e.g. bound ledgers, photographs, etc.) and the general condition of the record set:

### *Chronological and Geographic Information*

Describe the timeframe and any historical significance related to the time the record set was created:

Describe the geographic region associated with the records:

### *Contents*

Describe the type(s) of material(s) in the record set (check all that apply):

Ephemera	Journals	Land Records
Maps	Obituaries	Photos of Known/Identified Individuals
Photos of Known Locations	Photos of Unknown (Unidentified) Individuals	Photos of Unknown Locations
School Records	Scrapbooks	Vertical/Subject Files

Author/creator of records, if known:

Approx. total pages or items:

Any other information you would like to provide regarding the contents of the record set:

## *Current Availability and Holdings*

Where is the record set currently stored?

Describe the condition of the records with regard to where it is currently stored (e.g. printed on fragile paper, no safe storage options available, ink fading, etc.).

Has any portion of this record set been digitized previously? If so, please describe.

Current availability (check all that apply)	available online	available online; however, restricted access to digital copy	available for in-person review in public location
	in-person review in private location	no current access	other known holdings (describe on the provided line below)

*Description of other known holdings (if checked "other" online above):*

## **Financial Needs and Steps for Implementation**

Amount requested for the project:

Provide a general description of the intended use for the funds, including a narrative and line-item breakdown of the intended use for the funds (e.g. purchase of certain equipment, use as wages for individuals working on the project, etc.). This information may be attached as a separate document if needed.

If the project budget exceeds KGS grant funding, discuss any plans for securing additional funds.

## Authorization

Please describe your organization's plan for providing both progress reports and expense reports for the duration of the project.

Organization agrees/acknowledges:

Progress reports will be submitted

KGS grant will be utilized within one year

IRS letter submitted

KGS will highlight the project and organization through a variety of media outlets

A digital copy of the records will be provided to KGS

Completion of the grant application requires the signature of an individual with the authority to endorse the project outlined in this document. Please provide the required signature below.

Signature

Printed Name/Position

Date