

FEB 05 2013

**OREGON STATE LIBRARY**

**Library Services and Technology Act  
Grant Activities Report**

(check one)

*quarterly reports must be filed even if there is no activity in that quarter*

1st Quarter Report     3rd Quarter Report  
 2nd Quarter Report     Final Report (*send e-copy to State Library*)

Project Name: Development and Management of Oregon's Tribal Archives

Grant Project Number: 12-06-4m Date Submitted: 02-05-2013

Submitted By: Larry Landis and Natalia Fernández Phone: 541-737-0540 and 541-737-3653

1. Summarize the overall purpose of the grant project:

This project was intended to address the need for in-depth archives and records management training for Oregon's nine federally recognized tribes. Establishing formal and sustainable archives and records management programs by the tribes has been difficult in part due to the lack of affordable and location-accessible training opportunities for tribal members with responsibilities for records. The need for this training was met through the planning and implementation of a one week Institute that covered the basic concepts and requirements for tribes to establish or improve their archives and records management programs. The training was based in Oregon and was at no or low cost to tribal participants. Beyond the training Institute, the OSU Libraries will be able to continue working with the tribes on records related issues in a consulting capacity and help to facilitate information sharing among the tribes.

2. Summarize the project results to date:

Outputs Summary – please report as appropriate depending upon your grant

Actual # of people served this quarter	15 (15 of the 18 Tribal Archives Institute attendees)	Actual # of people served to date	18 (The Tribal Archives Institute attendees)
# of programs /meetings /events this quarter		# of programs /meetings /events to date	1 (The Tribal Archives Institute during Quarter 3)
# of programs /meetings /events attendees this quarter		# of programs /meetings /events attendees to date	18
Other output measure(s): <i>Assessment phone interviews</i>	11 (phone interviews)	Other output measure(s) to date:	11 (phone interviews)

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The main event that took place for this project, the Tribal Archives Institute, occurred during quarter 3; eighteen tribal members attended. This quarter we conducted phone interviews to assess the project; 15 of the 18 TAI attendees were interviewed. Of the 15, several attendees were interviewed together, therefore, we only conducted 11 assessment phone interviews.

Narrative summary:

During the year 1 portion of this two-year grant project, we met with each of the 9 tribes' archivists and records managers to conduct a needs assessment. After we completed the site visits during quarters 1 and 2 of the year 1 grant, we began planning the Institute itself. The curriculum planning team, including Tiah Edmunson-Morton, Natalia Fernández, and Larry Landis, met on a weekly basis from the end of September 2011 through the first half of the year two portion of the project to develop the curriculum for the training Institute. The Institute, including the opening dinner, took place August 19-24, 2012.

This quarter (November-December, 2012 and January 2013), the TAI team worked on spending the remaining grant funds by offering the tribal attendees money for archival supplies and equipment; promoting the project through the creation of a website, submitting proposals to archives conferences, and writing various articles for library and archival publications; and conducting an overall project assessment via phone interviews with tribal attendees. Also, this quarter Valerie McBeth, Library Director for the Northwest Indian College in Washington, met with the TAI team to evaluate the project.

3. Report on specific project objectives to date:

Objective: Assist the tribal attendees with their archival needs by providing funds for supplies and equipment	% Progress / Results: 100%
Activity Summary: <i>(type below this table)</i>	

After the Institute we made sure all of our bills were accounted for and added up the amount of money left over: the total amount is about \$7,000. We submitted and were approved for a grant modification of the budget. The extra funds were offered to each of the nine tribes to spend on supplies and equipment. Fernández coordinated all of the orders; suppliers used included Gaylord, Hollinger, University Products, and B & H Photo.

Objective: Promote the project to the professional archival community and the general public	% Progress / Results: 100%, this is an on-going process
Activity Summary: <i>(type below this table)</i>	

The TAI team promoted the project through various means including:

- The creation of a project website: <http://scarc.library.oregonstate.edu/oma/tai/index.html>
- The submission of proposals to two professional archival associations for inclusion in their 2013 conferences: Northwest Archivists (NWA) in May and the Association of Tribal Archives, Libraries, and Museums (ATALM) in June. Notably, Fernández received notification that the two proposals in which she was included to discuss TAI have been accepted to ATALM. She is still awaiting a response from NWA.

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- The publication of various articles for library and archival publications: The Northwest Archivists' newsletter *Easy Access*, Fall 2012; The Society of American Archivists' newsletter *Archival Outlook*, January/February 2013; and the OSU Libraries' newsletter *The Messenger*, Winter 2012 (this has yet to be published). Digitized copies of these articles are available online via the project website.

Objective: Create and Implement an Assessment of the Institute	% Progress / Results: 83%
Activity Summary: <i>(type below this table)</i>	

The TAI team created and implemented a post-assessment questionnaire via phone interviews with 15 of the 18 TAI attendees. The interviews occurred in January 2013, five months after the Institute. Unfortunately, we were not able to conduct interviews with 3 of the 18 attendees; however, the TAI team intends to conduct the assessment interviews with the remaining three attendees.

Overall, the feedback we received from the attendees was very positive. Many shared their TAI experience and knowledge gained with other colleagues, quite a few said they have applied the content they learned, and all said that they would like to gather again for future trainings.

Objective: Build relationships between OSU Archives and tribal communities	% Progress / Results: 100%, this is an on-going process
Activity Summary: <i>(type below this table)</i>	

Based on the feedback received through the post-assessment questionnaires, all of the TAI attendees we spoke with expressed the desire to continue their relationships with the TAI team. Notably, they were especially interested in gathering again for future trainings.

#### 4. Significant Developments

On December 17, 2012, Valerie McBeth, Library Director for the Northwest Indian College in Washington, met with the TAI team to evaluate year two of the project.

All of the recorded sessions from the Institute were made available online via YouTube.

