

OREGON HERITAGE MENTORCORPS

2018 COLLECTION SUPPLY MINI-GRANT

OREGON HERITAGE COMMISSION, OREGON HERITAGE

The Oregon Heritage MentorCorps was started in 2014 as a statewide network of volunteers trained in the museum field and assist organizations with finding solutions, resources, and training volunteers and staff. In 2017, financial assistance was allotted through the Oregon Heritage MentorCorps to several regions of the state for technical assistance. This mini-grant is to assist heritage organizations in Grant, Harney, Malheur, Lake, Crook, Deschutes, Wheeler, and Jefferson County to purchase collection supplies. It is on a first come first serve basis with the completion and approval of an application to request the funds.

Application Information:

1. Fill out and submit the Collection Supply Purchase Application form. You can find the form here or by requesting it from Katie Henry at katie.henry@oregon.gov or (503) 986-0671.
2. The following requirements need to be met in order to apply for this grant:
 - a. Must be located in one of the following counties: Grant, Harney, Malheur, Lake, Crook, Deschutes, Wheeler, and Jefferson.
 - b. An heritage organization that fits within one of the following categories:
 - Private nonprofit Oregon corporations
 - A local government within the state of Oregon
 - A tribal government of a Native American group recognized by the State of Oregon and the federal government and located in the State of Oregon

Grant Timeline:

- Must submit application by June 22, 2018.
- Agreements for approved applicants must be signed by June 29, 2018 at which point the \$250 will be sent to approved applicants

Award Process:

Applications will be reviewed and approved in the order they are received until the funds are depleted or until June 30, 2018, whichever occurs first. Approved applicants will be asked to sign an agreement based on the application that is submitted and then they will receive the \$250 for collection supplies.

Expenses can include, but are not limited to, the following:

- Archival boxes and folders
- Archival envelopes and/or sleeves
- Environment monitors such as dataloggers or lightmeters
- PH testing pens
- Gloves (cotton or nitrile)
- Collection management software
- Shelving



2018 COLLECTION SUPPLY MINI-GRANT APPLICATION

OREGON HERITAGE COMMISSION, OREGON HERITAGE

Organization_____

Name_____

Address_____

City_____ County_____ State_____ Zip_____

Phone_____ Email_____

Please select the following category that your heritage organization fits:

- Private nonprofit Oregon corporation
- Local government within the state of Oregon
- Tribal government of a Native American group recognized by the State of Oregon and the federal government and located in the State of Oregon

Explain how the collection supplies will be used (attach additional page if more space is needed):

We plan on purchasing the following from the following company:

Collection Supply Purchase Mini-Grants are made available through funding from the Oregon Heritage Commission with support from the Oregon Cultural Trust. Please submit applications to:

- Email: Katie.Henry@oregon.gov OR
- Mail: Oregon Heritage, Attn: Katie Henry, 725 Summer Street NE, Ste C, Salem, OR 97301