

OREGON MUSEUM GRANT

2023 INFORMATION

OREGON HERITAGE COMMISSION, OREGON HERITAGE

Oregon Parks and Recreation Department is committed to valuing and serving everyone by actively working to provide safe and equitable access to state parks and agency programs. To this end, the department will not tolerate racism, harassment, discrimination, or intimidation in any form.

Oregon Museum grant funds are for Oregon museums to collect, preserve, interpret and promote the collective history of Oregon for all. Awards are given to museums conducting projects for the care and management of heritage collections, for heritage-related tourism, and heritage education and interpretation. Grant proposals from museums of all sizes and purposes that meet eligibility requirements are encouraged and will be considered.

Grants must be submitted through the Oregon Parks and Recreation Department Grants Online program. There will be two grant cycles in the 2023-2024 biennium.

FINANCIAL INFORMATION: Generally, awards are \$1000-\$8000. The Oregon Heritage Commission attempts to fully fund grant requests.

MATCH: A dollar match for funds requested is not required, though we encourage you to seek local funding and donations in addition to your grant request. Local support allows the program to assist more museums and shows community value of the project and makes your application more competitive. Match can be in the form of cash, in-kind donations and volunteer time. Rates for volunteer services may not exceed Oregon minimum wage, except in those instances in which the volunteer is using their professional skills for the grant assisted work.

BUDGET INFORMATION: Bids and estimates strengthen the grant request when applicable. If awarded the grant requires at least three estimates for work over \$10,000.

PROFESSIONAL REQUIREMENTS: The application must convey that all work will be completed using appropriate museum practices.

GRANT REPORTING AND PAYMENT: Awarded projects will be the subjects of binding agreements between the State and the applicants. Grant funds are dispersed on a reimbursable basis. Details of payment arrangements and grant reporting may be found in the grant guidelines.

GRANT TIMELINE:

Deadline – April 12, 2023 (11:59pm)

Notification – Mid-May, 2023

Work Start Date, with fully executed agreement – July 1, 2023

Reporting deadline – April 30, 2024

ELIGIBILITY:

MUSEUMS: Any qualified museum based in Oregon is eligible to apply. Museums are defined by statute as public institutions or private nonprofit Oregon corporations primarily devoted to the acquisition and public



exhibition of specimens, artifacts, articles, documents and other items that relate to history, anthropology, archaeology, heritage, science or art and that have historical significance.

Museums must meet the following requirements:

- Be in operation in Oregon as a public or private nonprofit for a period of at least two full years prior to the date of the application. The private nonprofits must be incorporated in the State of Oregon.
- Provide museum services open to the public at least 120 hours per year at designated and reasonable hours and places; **Note: COVID closures are acceptable for this grant cycle.**
- Have a responsible, competent attendant on duty when museum services are provided to the public;
- Be organized as a public or private non-profit institution that exists on a permanent basis for essentially educational or aesthetic purposes;
- Care for and own or use tangible objects; and
- Exhibits the objects to the public on a regular basis through facilities the museum owns or operates.

PROJECTS: These grants support projects for the collection and management of heritage collections, for heritage-related tourism, or heritage education and interpretation.

- “Heritage collections” includes artifacts and other manifestations of material culture, documents, publications, photographs and film, heritage recordings, music and songs gathered for study, comparison or exhibition, and their management.
- “Heritage-related tourism” means the practice of traveling for recreation to learn, enjoy or appreciate heritage.
- “Heritage education and interpretation” means the action or process of educating or of being educated about heritage.
- Projects that will begin and end during the grant cycle qualify. Grant cycle extensions are extremely rare.
- Capital projects are eligible for funding, however building preservation projects are a lower priority unless the work impacts the care of collections. Projects eligible for the Preserving Oregon Grant are not eligible for this grant.

CRITERIA: The review committee will consider the following in ranking the grant applications:

- The capability of the applicant to carry out the proposed project, including quality of timeline, skills, standards, budget, and scale.
- The effectiveness of the proposed project to address needs in the collection and management of heritage collections, the promotion of heritage-related tourism, or the provision of education and other interpretations related to heritage. Level of impact on the need.
- The commitment of other significant monetary or in-kind support to the goals of the project.
- The project has a connection to Oregon history and culture.

PRIORITIES:

- Projects with a well-prioritized, clearly explained work plan with an appropriate level of detail. Geographic diversity.
- Museum size diversity.
- Projects that document, preserve, or interpret the history of voices previously marginalized or excluded. For example, this may include ethnicities, races, genders, classes, etc. or themes like labor, immigration, etc.
- Significant impact to the organization.
- Realistic cost estimates and matching dollar share in-hand. And projects where matching funds do not include other grants from Oregon Heritage.



STANDARDS:

- All projects must meet professional museum or archival standards. Please specify in the application which standards will be followed for the project. For digitization projects recommended minimum standards are those promoted by the Association for Library Collections & Technical Services.

<http://www.ala.org/alcts/resources/preserv/minimum-digitization-capture-recommendations#top>

REGISTER AND APPLY ONLINE: Visit the OPRD: Grants Online at www.oprdgrants.org to request an account and receive your login. Please use the instructions for OPRD: Grants Online which can be found at <https://www.oregon.gov/oprd/OH/Pages/Grants.aspx> to register and complete your application.

ASSISTANCE:

Please read the Oregon Museum Grant Guidelines for details on the application, review, award and grant management. And for assistance with grant questions, OPRD: Grants Online, and translation and accessibility needs contact Kuri Gill, kuri.gill@oprd.oregon.gov, 503-986-0685.

