

## APPLICATION FOR MATCHING GRANT

The Virginia Genealogical Society (VGS) has a deep interest in the preservation and access of Virginia material which would assist genealogical and historical researchers. To assist with this effort, VGS will offer a limited number of matching grants of \$250 each annually to Virginia organizations or libraries that are members in good standing of VGS. **Applications should be received by August 1<sup>st</sup> in duplicate.** Please send applications by regular U.S. mail only. Please do NOT use a courier service or a form of U.S. mail requiring a signature by the recipient as this may cause delay in delivery. Grant awards will be announced at the VGS fall board meeting. Progress reports will be required three months after the grant is awarded, with a final report due 11 months after the grant is received. These reports may appear in the VGS *Newsletter*.

Organization \_\_\_\_\_

Contact Person \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_ Days/hours at this number \_\_\_\_\_

Organization has been a member of VGS since \_\_\_\_\_

Total membership in organization \_\_\_\_\_ Year Organized \_\_\_\_\_

Annual income of organization \_\_\_\_\_ Yearly budget (please attach) \_\_\_\_\_

Number of staff for archives. Please provide resume of primary archives personnel.

Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Volunteers \_\_\_\_\_

Does your institution provide, or plan to provide, public access to your holdings?

Include hours of operation.

Please give an overview of your institution's holdings of historical records. Include information on subject matter, date range, volume, and formats: paper documents, photographs, printed matter, ephemera, etc. (You may use additional pages).

How will your institution benefit from this grant? (You may use additional pages.)

I guarantee that \_\_\_\_\_ will provide our archives program matching funds in the sum of \$250 within three months of receipt of these grant funds and that progress reports will be sent as required.

\_\_\_\_\_  
Signature of president of organization

\_\_\_\_\_  
Date