

APPLICATION FOR SPECIAL GRANT

The Virginia Genealogical Society has a deep interest in providing access to Virginia-related material which would assist genealogical and historical researchers. To assist with this effort, the Society will offer a special grant, to be awarded annually in its discretion, in the \$1,000 - \$5,000 range, to organizations that are members in good standing of the Virginia Genealogical Society. **Applications should be received by February 1st, in duplicate.** Grant awards will be announced at the VGS annual meeting. Progress reports will be required three months after a grant is awarded, a final report due 11 months after grant is received and an article of at least 500 words for publication in the *VGS Newsletter* regarding use of the funds in development of the project. Applicants should carefully review award guidelines provided by VGS.

Organization _____

Date _____

Contact Person _____

Title _____

Address _____

Telephone _____ Days/hours at this number _____

Email _____

Organization has been a member of Virginia Genealogical Society 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

What public access does your institution currently provide to your holdings? Include hours of operation.

Please give an overview of your institution's holdings of historical records which need improved access. Include information on subject matter, historical or genealogical significance, and needs for improved access. (You may use additional pages.)

How will your institution use this grant to improve access? (You may use additional pages.)

Please describe matching funds for this program (if any), volunteer hour commitments (if any), and any other factors evidencing a commitment to improve access. (You may use additional pages.)

Signature of president of organization

Date