



Virginia Genealogical Society Application for \$250 Matching Grant

Date of submission: _____

The Virginia Genealogical Society has a deep interest in preservation of and access to Virginia related material, which would assist genealogical and historical researchers. This grant program is designed to support the small to moderate sized organization or library that maintains an archival program of material that assists researchers of Virginia genealogical and historical information. This organization need not have certified archivists on staff. However, it should be preserving material according to archival standards established by the Society of American Archivists and the Mid-Atlantic Archives Conference. This grant must be matched by the organization and the total amount may be used to purchase acid-free supplies, to purchase shelving, to hire a consultant, to hire staff, etc. that would assist in organizing, arranging, and cataloging manuscripts, photographs, ephemera, and published material to enhance their use by researchers.

Additional information on eligibility and criteria is available on the VGS website (<https://www.vgs.org>) under the About VGS tab.

The \$250 grant may not be awarded every year. It is not intended for publicity, displays, publications, or the care of artifacts.

Organization Information

Name: _____

Address: _____

City/State/Zip: _____

Contact Person: _____

Email: _____

Phone: (____) _____

Best day and time to contact: _____

Year organization joined VGS: _____

Year organized: _____ Total membership: _____ Annual income: _____

Yearly budget: _____ (please attach a copy of your most recent fiscal year budget)

Number of archives staff that are: Full-time _____ Part-time _____ Volunteers _____

Does organization provide or plan to provide public access to its holdings?
(If yes, include days and hours of operation)

Overview of your organization's holdings of historical records. (You may use additional pages if needed).
Include information on subject matter, date range, volume, and formats: paper documents, photographs, printed matter, ephemera, etc.

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

President's Signature

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 organization president

Date

Please return this form no later than August 1st to admin@vgs.org.

If you prefer to send by postal mail, please mail to:
Virginia Genealogical Society
PO Box 626
Orange, VA 22960