

Oregon Museum Grant 2024 Information

OREGON HERITAGE COMMISSION, OREGON HERITAGE

Oregon Parks and Recreation Department values and serves everyone and is committed to providing safe and equitable access to state parks and agency programs. 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](#) system.

Grant Timeline:

- Deadline: April 2, 2024 (11:59 pm)
- Notification: End of May, 2024
- Project Start: July 1, 2024 with agreements fully executed and workplan approved.
- Project Completion and Reporting Deadline: April 30, 2025

Financial Information:

AWARD AMOUNT:

Generally, awards are \$1000-\$8000. The Oregon Heritage Commission attempts to fully fund grant requests. The funding is by reimbursement for work completed.

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, shows community value for the project, and makes the 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. Then, documentation of their rate is required.
- Indirect costs (general operations costs associated with the grant funded project) or grant administration costs (staff time managing grant reporting and reimbursement) can be applied to the grant for funding or match, only one can be used in the same grant. Both indirect costs and grant administration costs are limited to 6% of the award amount.

BUDGET INFORMATION:

Bids and estimates strengthen the grant request when applicable. If awarded the grant requires at least three estimates for work over \$25,000.



GRANT REPORTING AND PAYMENT:

Awarded projects will be the subject of binding agreements between the State and the grantee. Grant funds are dispersed on a reimbursable basis. Details of payment arrangements and grant reporting are included in the grant guidelines.

Eligibility, Standards, Criteria, and Priorities:

MUSEUM 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: Documented 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. Historic property preservation projects eligible for the Preserving Oregon Grant are not eligible for this grant.

STANDARDS:

All projects must address professional museum or archival standards. Please specify in the application which standards will be used 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>

CRITERIA:

- 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.

ASSISTANCE:

For grant questions, translation assistance, and OPRD: Grants Online support, contact: Kuri Gill,
kuri.gill@opr.d.oregon.gov, 503-986-0685.

