

Oklahoma Heritage Preservation Grant Program

How the Oklahoma Historical Society Can Help You Collect,
Preserve, and Share History



This resource is for illustrative purposes only, for the full and official administrative rules of the Oklahoma Heritage Preservation Grant Program please visit okhistory.org/grants.

What is the Oklahoma Heritage Preservation Grant Program?

The Oklahoma Heritage Preservation Grant Program is a grants-in-aid program offered by the Oklahoma Historical Society with a goal of encouraging the collection, preservation, and sharing of Oklahoma history at the grassroots level in all parts of the state.

Open to tribal and municipal governments and not-for-profit historical organizations and support groups located in Oklahoma and registered with the Oklahoma Secretary of State, this grants program offers funding typically ranging from \$1,000 to \$20,000 for projects focused on collections, exhibits, programming, and capacity building.



Program Timeline for 2022/23 Cycle

Program Timeline for 2022/23

- **Application Dates:**

- Late August/early September 2022 - Online Application Opens
- Late October/early November 2022 - Applications Due: applications must be submitted via the online platform

- **Additional Dates to Know:**

- November through January 2022/23 - OHS Staff Committee and then OHS board grant committee review applications
- January 25, 2023 - OHS board grant committee makes final recommendation to OHS Board of Directors for approval
- January 26, 2023 - Recipients and applicants are notified of the board's decision via email
- Early/mid February 2023– Contracts are initiated



Eligibility

Is your project and/or organization eligible?



Who can apply?

- Applicants must be municipal, county, or tribal governments, or a not-for-profit historical organization, or a support group of one those eligible organizations.
- Applicant must be located in the state of Oklahoma
- Non-profit historical organizations must be:
 - registered and in good standing with the Oklahoma Secretary of State as a domestic not for profit
 - feature Oklahoma history as a major component of their mission
 - not-for-profit historical organizations are defined as follows:
 - museums
 - historic sites
 - historical associations
 - archives
 - libraries with special collections
 - genealogical associations



Who can apply?

- Engaged in Collecting
 - Applicant organizations must be engaged in the collection, preservation, and sharing of collections that may include objects, photographs, manuscripts, videos, audio recordings, maps, periodicals, microforms, books, vertical files, archaeological material, or buildings.
- Strategic Plan
 - Applicant organizations must have a strategic plan. If an organization does not have a strategic plan, the only project that will be eligible for consideration is the development of a strategic plan.
- Budget under \$300,000 (this number may go up to \$500,000 for next year)
 - means or refers to the most recent operating budget approved for the applicant organization. This budget shall include staff salaries but exclude non-reoccurring costs. Applicants of tribal or municipal governments may use the operating budget of the division in which the project will take place. If an applicant organization is a sub-entity of tribal or municipal government but is a historical organization (museum, historic site, historical association, archive, library with special collection or genealogical association) they will use the sub-entity's operating budget. Support organizations must use the operating budget of the primary beneficiary of the grant funds, regardless of the funding source of that operating budget. Libraries with special collections may use the operating budget allotted to special collections. An example of this would be a city government applying for a grant to digitize historic maps. This applicant would use the operating budget for the division which oversees archives, not the entire budget of the city government.



Eligible Projects

- The grants are largely specific to four main categories:
 - collections
 - exhibits
 - educational programs
 - capacity building
- Grant request amounts may range from \$1,000 to \$20,000. Grants for strategic plans may range from \$500 to \$5,000
- Applicants must provide a cash match of ten (10) percent of the total grant funds awarded by the OHS.
- Proposed projects must be completed within twelve (12) months of receipt of grant contract.



Typical Projects

The following serve as examples of projects that would be eligible for funding. Some of these projects may be accomplished by a grant recipient's staff and/or volunteers, with payments available every quarter or month based on completed work. Some may be accomplished through OHS project teams that work as consultants to the grant recipients. Still other projects may be completed through third-party consultants who are paid quarterly or monthly based on work completed.

- Storage, management, and/or care of collections
- Conducting, transcribing, or cataloging oral histories
- Digital conversion of historical collections
- Preservation assessments
- Emergency Preparedness Efforts
- Environmental assessments and monitoring systems
- Exhibit research, writing, graphic design, fabricating, mounting, and installation
- Production or installation of audio/visual components of exhibits
- Governance capacity building, including board development, constitution and bylaws, or policies and procedures
- Strategic plan/succession planning
- Board, staff, and volunteer training
- Public programs, such as guided tours, classes, or lectures
- Publications
- Historical markers
- Website development
- Regional workshops
- Acquisition of collections



Ineligible Project Expenses

The following expenses will not be eligible for a grant funding:

- Repair, maintenance, or expansion of facilities
- Rent or mortgage payments
- Utilities or insurance
- Salaries, wages, or benefits for employees (project-specific salaries will be considered)
- Creation of new monuments, sculptures, murals, or other works of art, unless it serves as an integral part of a larger exhibit
- Acquisition of real estate
- Landscaping or site work, unless it serves as an exhibit, an integral part of an exhibit, or educational program
- Planning for new construction
- Indirect costs
- Food or drink
- Fundraising events
- Digitization of materials for which the applicant organization or primary beneficiary does not hold copyright or permission from the copyright holder



Weighted Criteria

AKA how your scores are determined!



Weighted Criteria and Scoring

- Using weighted criteria, a rating of one (1) to five (5) will be applied to each criteria by reviewers, with one (1) signifying minimum value and five (5) signifying maximum value. The rating then will be multiplied by the weight assigned to each criteria to determine a total value.
- All project proposals will be evaluated and ranked using the following weighted criteria:



Weighted Criteria

- **Institutional readiness** of applicant organization, which may include past accomplishments, programming/activities, facilities, base of support, strength of organizational strategic plan, community engagement, participation of board members/volunteers, accessibility to the public, or record of collecting experience/care. This criteria shall be weighted a factor of three (3).
- **Historical importance of the collections or theme** of the applicant organization as defined by the most current OHS Historic Context Review Report (available upon request/on website), which is in effect at the time of the solicitation of proposals. This criteria shall be weighted at a factor of three (3).
- **Project potential**, which may include, fulfilling a demonstrated need in the community or for the applicant organization, economic impact on community or organization, publicly accessible product/service, possible impact on the scope of collections, or produces measurable outcomes. This criteria shall be weighted at a factor of five (5).
- **Implementation of project**, which may include a clear and comprehensive explanation of the project, a clear explanation of how the project will be accomplished, identification of staff, volunteer, and/or third party vendor responsibilities, identification of deadlines, method for gauging project impact, or ability to complete project within one year. This criteria shall be weighted at a factor of three (3).
- **Organizational impact**, which may include a description of how the project fits into the long-term goals of the applicant organization, a description of how the project will increase the ability to attract and diversify future funders, and the ability to capitalize on the project's success to springboard into future projects/collaborations. This criteria shall be weighted at a factor of three (3).
- **Failure to meet requirements from past Heritage Preservation Grant award** (if applicable). This criteria shall be weighted at a factor of negative two (-2).



Review Process

What happens after you hit submit!



Review Stages

- Compliance with Eligibility
- Scoring by OHS staff review committee
- Oklahoma Heritage Preservation Grant Review Committee
- OHS Board of Directors



Things to Consider:

- This program is a **reimbursement** based grant program. Grant recipients must submit documentation for completed work and invoices to receive reimbursement as the project moves forward. All reimbursements will be made after proof that work has been completed.
- Please note that organizations may only apply for one project. If you have multiple goals you wish to accomplish within one project, be sure to group those together into one cohesive project, not lots of different projects that add up to a certain amount of grant funds.
- Projects that are most likely to interest the reviewers will be those that have tangible improvements and possibilities (as noted in the criteria), not necessarily the ones asking for the most funding or the most elaborate request.
- Consider your funding request amount. If you are a smaller organization without a history of large projects, consider starting with a smaller grant project and return in another grant cycle to ask for more.



Oklahoma Heritage Preservation Grants

Past Awardees

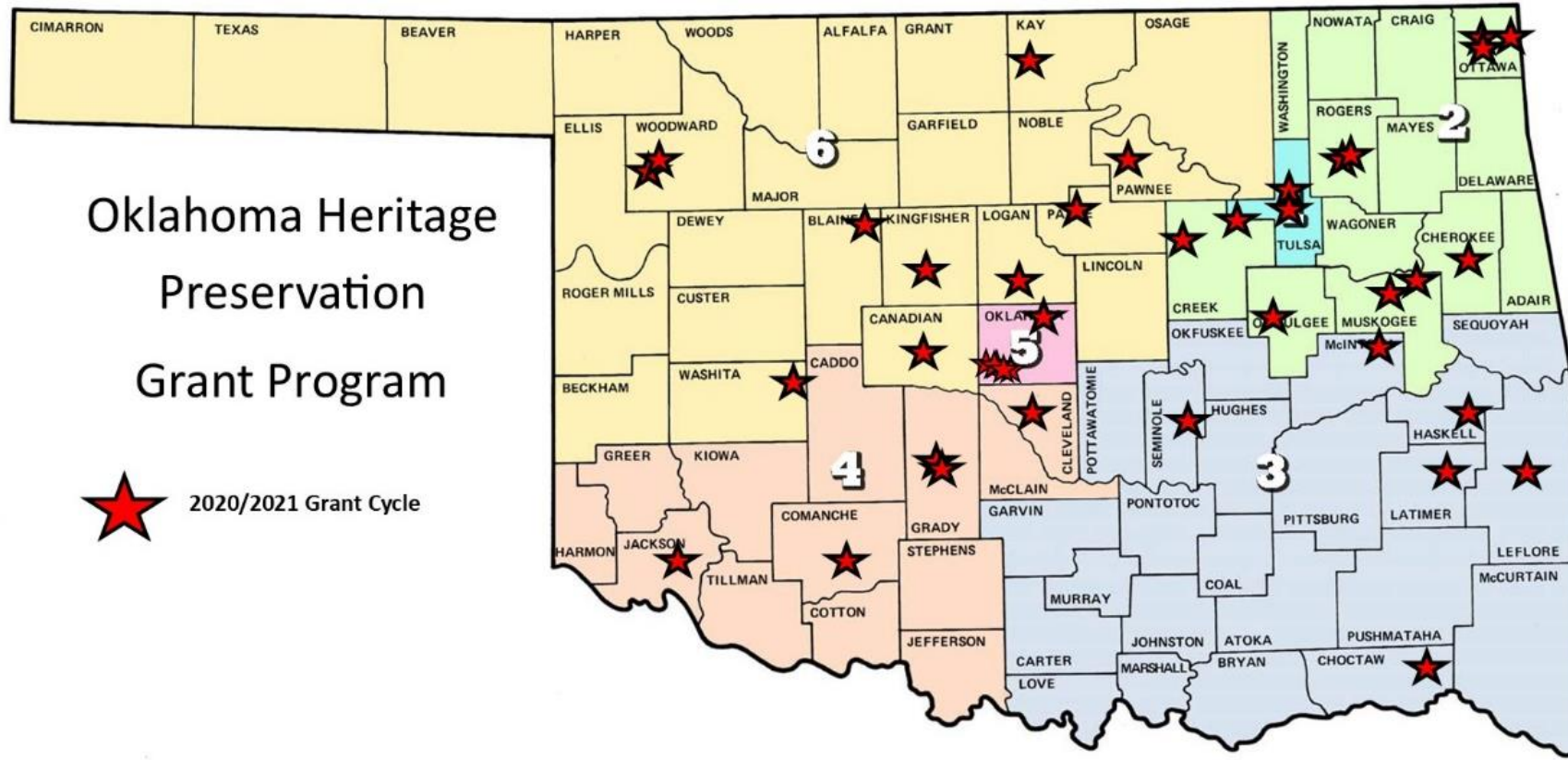


Past Grants by the Numbers

- Total number of applications received
 - 196
- Total applications recommended for funding
 - 126
- Total amount of funding to be disbursed
 - \$1,430,573



Map for 2020/21 Grant Recipients



Past Grant Projects

- Cleveland County Historical Society and Moore-Lindsay Historic House Museum (Norman, OK)
 - Awarded \$4,950 to add multi-sensory items in the house museum to enhance the experience with smells, sounds, and tactile experience and also create a touchscreen guide that will add to the interpretation and allow for better enjoyment for visitors who are unable to get upstairs due to accessibility constraints.
- Landmark for All Generations (Okmulgee, OK)
 - Awarded \$6,587 to create an historical marker for the historic Okmulgee Black Hospital.



Past Grant Projects

- Chickasha Public Library
(Chickasha, OK)
 - Awarded \$20,000 to fund the digitization of 473 microfilm rolls containing Chickasha newspaper records from 1923-2018. This grant will fund the cost of digitizing the microfilm so that it can be hosted on the Gateway to Oklahoma History for public access. This will complete the online narrative record of Chickasha's history and will ensure that the information is preserved in a format that is both user-friendly and accessible to the public.

The Gateway to Oklahoma History

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The Chickasha Daily Express (Chickasha, Okla.), Vol. 63, No. 116, Ed. 1 Sunday, July 16, 1961

One of 27,377 issues in the title: **The Chickasha Daily Express** available on this site.

Eastern Oklahoma Streams Rampage After Cloudburst

City Doubles Traffic Law Enforcement

Three Major Issues Still To Be Settled

Magical Vets For Reserving \$7,500 in Prizes To Attract Many Leading Cowboys

Procore Units Will Train at Fort Dalke

Six New Entries Listed in Sooner Rodeo Queen Race

State Groups Back Harris Industry Finance Proposal

Former Rodeo Queen Hailed To New Position

We Saw

Print & Share

Citations, Rights, Re-Use

Citing This Issue

Responsibilities of Use

Licensing & Permissions

Linking & Embedding

Description

Daily newspaper from Chickasha, Oklahoma that includes local, state and national news along with advertising.

Physical Description

eighteen pages : ill. ; page 21 x 16 in. Digitized from 35 mm. microfilm.

Creation Information

Drew, Charles C. July 16, 1961.

Context

This **newspaper** is part of the collection entitled: Chickasha Newspaper Collection and was provided by the Oklahoma Historical Society to The Gateway to Oklahoma History, a digital repository hosted by the UNT Libraries. More information about this issue can be viewed below.

Mapped Search



Past Grant Projects

- Rogers County Historical Society (Claremore, OK)
 - Awarded \$6,750 to fund the fund new wayfinding signage and information signs with QR codes with further historical interpretation of Totem Pole Park off Route 66 and the Belvidere Mansion located in Claremore.



Past Grant Projects

- Friends of Murrell Home
(Park Hill, OK)
 - Awarded \$7,872 to purchase supplies necessary to build a sheep program at Hunter's Home. This will allow for the creation of a year-round heritage program to include shearing, range management, and preventative care. It will also help create a fiber arts program (wool, knitting).



Website

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Oklahoma Heritage Preservation Grant Program

Grants-in-Aid Program

The Oklahoma Heritage Preservation Grant Program is a grants-in-aid program offered by the Oklahoma Historical Society with a goal of encouraging the collection, preservation, and sharing of Oklahoma history at the grassroots level in all parts of the state. Open to tribal and municipal governments and not-for-profit historical organizations located in Oklahoma and registered with the Oklahoma Secretary of State, this grants program offers funding ranging from \$1,000 to \$20,000 for projects focused on collections, exhibits, educational programming and capacity building. Applications for this annual program open in the fall, and award announcements are made in January.

All applicant organizations must have a strategic plan for your organization to be eligible. If your organization does not have a strategic plan, the only project you may apply for is the development of a strategic plan. [Learn more about strategic plans and strategic plan development.](#)

2021/2022 Grant Cycle

The Oklahoma Historical Society (OHS) will open applications for the Oklahoma Heritage Preservation Grant Program for the 2021/2022 grant cycle on Wednesday, September 1, 2021. This grants-in-aid program will set aside \$600,000 to award grants typically ranging from \$1,000 to \$20,000 to municipal, county, or tribal government, and not-for-profit historical organizations or friends groups of historical organizations registered with the Oklahoma Secretary of State. The grants will be specific to four categories: collections, exhibits, programs, and capacity building. The online applications will open on Wednesday, September 1, 2021, and close on Friday, October 22, 2021, at 5 p.m. For applicants wishing to utilize the optional draft application feedback, draft applications will be due on October 1, 2021. Award announcements will be made in late January 2022.



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Oklahoma Heritage Preservation Grant Program

Program Requirements

The below information provides a general overview of the grants program. **Please refer to the official rules for full compliance of the grants program administrative rules.** Any checklists, suggestions, or guidance found on this website are for illustrative purposes only and do not supersede the official rules for the program.

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Purpose

The Oklahoma Historical Society (OHS) is committed to the preservation of Oklahoma history. OHS, through the Oklahoma Heritage Preservation Grant Program, may set aside funds each year to assist organizations that collect, preserve, and exhibit Oklahoma history. The objectives of the program include:

'Collections' means or refers to the objects, photographs, manuscripts, videos, audio recordings, maps, periodicals, microforms, books, vertical files, archaeological material, historic buildings, or oral histories.

- Create a statewide, online database that identifies [collections](#) [?], [programs](#) [?], and [exhibits](#) [?] that will encourage the sharing of resources between institutions.
- Encourage improvement in the care of collections, a higher quality of exhibits, and the expansion of Oklahoma history.



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Oklahoma Heritage Preservation Grant Program

Resources

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[Official Administrative Rules](#)

[Read the Statute](#)

[Historic Context Review](#)

[Secretary of State Look Up](#)

[Strategic Plan Resources](#)



Oklahoma Historical Society

Collecting, Preserving, and Sharing Since 1893

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