

Blog Post for Cott Systems Blog; Cott Chat

As an elected official, funding is always that ominous question hovering over every decision you make. But, it doesn't need to be as scary as it's made out to be. [more](#)

There are a multitude of grants that many people aren't aware of. These grants are funded from a wide range of government – even private – entities. The opportunities for funding range from, but are not limited to: archival grants, disaster recovery grants, historical preservation grants and improvement grants.

Grants are often underutilized – if a grant has been around for a while that doesn't mean that it has been exhausted. Sometimes it takes a bit of sleuthing to figure how much may be left in a grant. A simple solution for this problem is to ask the funding source how much money is left.

An example of an available grant is through the National Historical Publications and Records Commission (NHPRC). This is to help digitize historical records. 14 applications are accepted for a total of \$1 million each funding cycle. These grants can run for one to two years and range up to \$200,000.

Obviously this is a competitive grant, but there are more grants available that are less competitive. The NHPRC offers many different grants to help with historical records. Some state governments offer disaster recovery grants. For example, New York. These grants have no set deadline and an application may be submitted whenever a disaster occurs. The maximum amount allotted per grant in New York State is \$20,000. This grant is available through the New York State Archives.

The Missouri Local Records Grant Program has funded over \$6.5 million to local governments to help with record management and preservation. These funds are collected through the states Records – so there is always funding available. These grants are only available to taxing authorities in the State of Missouri, but gives a great example of the many opportunities out there.

With grants, there is almost always a cost match requirement by the applicant. So, when applying for a grant; make sure you are aware of the amount that the grant requires you to match, or you may not be eligible for those funds.

Some commonly known tips for applying for a grant are: give a clear and compelling reason why you need the grant; offer as much useful background information as you can; quantify your needs whenever possible; and clearly define the goals, the scope, the results, and the financial need. Finally, make sure your grammar and spelling is perfect.

Supplemental funding is easier than you think – there are plenty of resources out there to help you take your office into the future with digital recording. Federal, state, local, and private entities all have available funding for you. It just falls under one question, can you find it?

But, knowing that there are funds out there should help ease the stress of that looming question: how will we fund this?