

## Sample Groundwork Grants Application

All specific identifying information has been redacted from this application excerpt.

**Provide your organization's mission, along with a broad description of the collection that would be preserved. Offer any highlights of materials that illustrate the importance of the sources and the audience(s) they serve; identify the under-served California cultural heritage community(ies) most substantially represented in the collections, noting any exemplary sources.**

[Organization] is a multidisciplinary institution spread over 300 acres. [...] Our mission is to inspire wonder, exploration, and appreciation of our world. This is achieved through a robust exhibition calendar, which includes 7,000 square feet of gallery space and several smaller satellite exhibition spaces in the Museum and throughout the campus, showcasing objects from our collection of over 40,000 items. [...] To tell the stories of underserved and underrepresented communities, we curate and exhibit objects from the collection related to the history of our rural region, including miners, farmers, ranchers, and timber workers; local indigenous people [...] and local veterans. We also collaborate with [local indigenous partner groups] to provide customized, hands-on tours of indigenous belongings. These tours also feature programs where visitors can learn about the historical and current uses of these belongings. Collection highlights include husbandry and farming implements, brands, historic photographs, and documents; objects related to forestry; a vast collection of Northern California indigenous basketry; [...] Northern California indigenous belongings (regalia and adornments, fishing and hunting implements, historic photographs); and an extensive collection of military uniforms and ephemera, many from major U.S. wars and worn by local residents. Unfortunately, the collection is housed in an off-site, unstaffed, rented collections facility. However, the facility was custom-built for this purpose in 1976. We look forward to the opportunity to continue to steward these resources and protect them from potential disasters.

Discuss the rationale for the project, including key preservation and emergency readiness concerns your organization faces, such as environmental, natural disaster, security, or other threats that need to be addressed; note any disaster-related damage that your collection has previously experienced; highlight any sources that are particularly at risk of loss or deterioration.

In May 2023, the NEDCC's [Emergency Preparedness Consultant] completed an Emergency Preparedness Consultation report for the Ready Or Not Cultural Heritage Emergency Preparedness Project. The report, which has been integrated into this application, underscores the pressing need for financial assistance in disaster preparedness at [Organization]. The consultation was initiated by the staff, who recognized the necessity for disaster preparedness, particularly given [Organization]'s location on the banks of the [a major river] surrounded by forest, near the site of [a recent fire], and to a lesser extent, proximity to fault lines. Following the consultation, we've implemented several of [the NEDCC's] recommendations, and significant progress has been made toward disaster preparedness. Nonetheless, we still require additional assistance, particularly with regard to environmental monitoring and alert equipment, spill kits for the Museum and Collections Facility, dehumidifiers, other disaster response supplies, and, most crucially, the development of a comprehensive disaster plan. We consulted with Claire Winfield of Conserv Environmental Monitoring and we mutually agree that their sensors, software, and service would be ideal for our needs. These provisions would have been of considerable value [recently], when a burst water pipe in the Collections Workroom impacted several artifacts, preservation material storage, and research materials. If such an event were to occur in the Collections Storage areas, we would be especially concerned about the preservation of farming and ranching artifacts, Native American basketry and other Indigenous belongings, historic documents and photographs relating to rural heritage, and the military collections. This grant would enable [Organization] to acquire the necessary equipment and resources to safeguard its collections and facilities, as well as the cultural heritage of the region. We implore you to consider our request for assistance and help us protect these invaluable assets for generations to come.

## Sample Key Activities Workplan

Key Activity	Projected Start Date	Projected End Date
Acquire and deploy spill kits	06-01-2024	12-31-2024
Develop Disaster Plan	06-01-2024	12-31-2024
Acquire and deploy dehumidifier, carts, poly sheeting	06-01-2024	12-31-2024
Acquire and implement environmental monitoring and alert equipment	06-01-2024	12-31-2024

## Sample Budget: Pre-Arranged Goods & Services

Description	Amount
Assistance with development of a disaster plan with a Myriad consultant \$3000.00 x 1	\$3000.00
Environmental monitoring and alert equipment : Medium (6 sensors \$9828.00 x 1	\$9828.00
Disaster recovery & spill kits \$665.00 x 2	\$1330.00
Total	<b>\$14158.00</b>

## Sample Preservation Supplies Budget

Supply Type	Vendor	Cost Estimate	Notes
Clear Poly Sheeting	Uline	252.57	4 rolls; 4 mil, 10' x 100' + tax + shipping To cover objects currently residing under sprinklers; to create wind tunnel in case of disaster Rolls \$180.00 (=45 per roll x 4 rolls) Tax 13.16 Shipping 59.41 Total 252.57
Emergency Cart	Uline	372.4	Two carts (one each for Museum and Collection Facility) to stage emergency/disaster supplies Carts \$290.00 (=180 per cart x 2 carts) Tax 21.13 Shipping 61.27 Total 372.40
Dehumidifier	Home Depot	299.23	To help control humidity after a water disaster Dehumidifier \$279 Tax 20.23 Total 299.23

### Total Cost - Preservation Supplies

924.20

**Total Project Cost (auto-calculated): 15082.20**

**Total Amount Requested: 15000.00**

### Final Budget Notes

[Organization] will cover anything over the \$15,000 requested, which will be \$82.20 as it pertains to this budget, as well as any staff time and future supplies related to implementing [the NEDCC's] suggestions for disaster preparedness, response, and recovery.