Diversity in Local History

September 16, 2021
Grant Workshop for ORGANIZATIONS
DIVERSITY IN LOCAL HISTORY

The Diversity in Local History (DLH) grant program was funded by the Washington State Legislature to offer paid internships that support diversity, equity, and inclusion (DEI) initiatives at heritage organizations across the state.

Through a competitive process, the Washington State Historical Society will provide grants up to $15,000 for projects that will partner emerging professionals in the heritage sector with local history museums and historical societies. The project/interim partnerships will enable organizations to incorporate diversity, equity, and inclusion principles into their practices, and promote a long-term focus on inclusive history practices. The goal of this program is to support efforts to address institutional bias and implement new practices that aim to ensure collections, public programs, and internal policies serve all members of the community and advance inclusive history.
Key Points

+ The Diversity in Local History grant program will award small grants to heritage organizations to fund paid internships to support diversity, equity, and inclusion (DEI) initiatives.

+ Proposals must support the integration of DEI principles into an organization’s operations and promote a long-term focus on inclusive history practices.

+ Grants are open to all heritage organizations in Washington State, regardless of an existing track record of commitment to DEI work.
Timeline

- August 26, 2021  Grant application open
- **September 16, 2021**  Grant workshop
- **October 5, 2021**  Grant application due
- October 25, 2021  Grants announced; intern application opens
- November 9, 2021  Internship workshop
- November 29, 2021  Intern application due
- December 2021  Grantee contracting; project/intern pairing
- **January - June 2022**  Project work and monitoring
- June 30, 2022  Grant projects completed, final reports submitted
Who is eligible?
Eligible applicants include:

- Nonprofits, tribal organizations, and local governmental entities in Washington State

- Organizations must have a mission to preserve and interpret history and heritage for the general public.
Grantee Responsibilities

1. Organizations must provide a project manager for interns who is in a position to offer guidance and make decisions about the project.

   + Professional training in museum studies, public history, anthropology, information and library sciences, or a related field is desired but not required.

   + Expected to regularly check-in with the intern(s), guide their work, offer project support, and offer professional development/guidance.

   + Important to provide a positive educational experience for interns.
Grantee Responsibilities

2. Organizations must **have funds to pay interns 18/hour at least twice monthly**

   + Grants are distributed on a **reimbursement basis**, and reimbursement may be requested only upon documentation of payment to interns

   + Do not need to have the full grant amount available, but should plan to have at least one month’s payments for interns on-hand throughout the project

   + Example calculation for funds:
     1 intern @ 20 hours per week
     $18 per hour x 20 hours per week = $360
     $360 per week x 4 weeks in a month = **$1,440 to have on-hand**
Grantee Responsibilities

3. Projects should have defined goals and clear deliverables
   + While individual projects must have finite parameters, grant program is designed to support ongoing DEI work within an organization
   + Proposals should meaningfully contribute to developing inclusive history practices (*interns should NOT be parked at a front desk!*)
   + Important to provide a positive educational experience for interns
What kinds of projects?
<table>
<thead>
<tr>
<th>DIVERSITY, EQUITY, &amp; INCLUSION</th>
<th>PROJECT LOGISTICS</th>
<th>FUTURE PLANNING</th>
<th>ADDITIONAL CONSIDERATIONS</th>
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<tbody>
<tr>
<td>Improve the diversity of the historical narrative and bring DEI concepts and practices into applicant operations</td>
<td>Clearly identified project goals, outcomes, and deliverables</td>
<td>Commitment of organization to DEI work, including future plans</td>
<td>Geographic distribution of funds</td>
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<td>Broaden the applicant organization’s audience, contribute to audience diversity, and leverage community engagement</td>
<td>Personnel, resources, and finances to support the project and intern</td>
<td>Project promotes long-term sustainability and stability of the organization</td>
<td>General quality and completeness of application</td>
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<td>Realistic scope and timeframe</td>
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What’s the application process?
Application walkthrough

+ Applications must be submitted through the Heritage Portal at: washingtonhistory.org/portal

+ Must create a login associated with an organization to access the application (can take 2-3 business days)

+ Multiple people can access one organization profile/application

+ Applications can be saved and revisited as often as needed
Application walkthrough

Welcome to the Washington Heritage Portal!

Your access to the Heritage Portal is your path to funding and other heritage opportunities supported by Washington’s history agency, the Washington State Historical Society. Create an account now to get started.

If registering as an organization, each user from your organization should register as a separate user. We will connect users for the same organization when we process your registration. This will allow you to work on the same grant application, contract, report, or other items associated with your organization in the Portal.

If registering as an intern, you need to create an individual user account only.

Please allow at least 24 hours for account processing.
Questions?
Contacts

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For portal issues:

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