



## **Preservation and Accessibility of California's LGBTQ+ History 2021-2022 Guidelines**

Please review these Preservation and Accessibility of California's LGBTQ+ History Program Guidelines prior to completing the application. Your application will be reviewed by the California State Library. Please send questions regarding the application to Monica Rivas, California Library Services Act Coordinator and Grants Analyst, at [monica.rivas@library.ca.gov](mailto:monica.rivas@library.ca.gov). The Preservation and Accessibility of California's LGBTQ+ History grant program is supported with funds from the State of California.

### **About the LGBTQ+ Program**

Preservation and Accessibility of California's LGBTQ+ History Program (LGBTQ+) is a competitive grant program targeted at Lesbian, Gay, Bisexual, Transgender, and Queer archives of all sizes for projects that work to preserve and make publicly accessible collections relevant to the LGBTQ+ movement, culture, experience, and/or history in California. This grant program expands a similar LGBTQ-focused preservation grant program funded in 2019.

The goal of this program is to preserve and make accessible materials that demonstrate the significant role of LGBTQ+ Californians and the LGBTQ+ movement in this state. By preserving and making these resources available to others, funded projects will help provide a more comprehensive, inclusive view of California's history.

### **Expectations of Awardees**

Organizations that receive awards are expected to:

- Support the program goals and adhere to the project's policies, procedures, and guidelines as established by the California State Library.
- Complete and submit any requested documents to the California State Library.
- Regularly monitor program spending to expend grant funds fully. Applicants are asked to only request funds that they will be able to expend fully before March 30, 2024.
- Maintain records and documents according to the organization's own auditing requirements (receipts do not need to be submitted but should be available for review if needed).

### **Reporting Requirements**

The 2021-2022 LGBTQ+ program grant period is from the execution of the grant agreement until March 30, 2024. Participating organizations will be required to submit five reports to the California State Library. Reporting forms will be provided. Reporting periods and due dates are as follows:

- Project start date – June 30, 2022: reports due July 31, 2022

- July 1, 2022 – December 31, 2022: reports due January 31, 2023
- January 1, 2023 – June 30, 2023: reports due July 31, 2023
- July 1, 2023 – December 31, 2023: reports due January 31, 2024
- January 1, 2024 – March 30, 2024: final reports due April 30, 2024

Awardees will be asked to report on the following:

- Progress of your project
- Materials being preserved and made accessible
- Education and outreach activities
- Outcomes achieved
- Outputs achieved
- Expenditures and progress of your budget

## Eligibility

Organization eligibility

- Applicant organizations must be California-based.
- Project proposals from organizations of all sizes will be considered.
- Eligible organizations include but are not limited to: public libraries, academic institutions, archives, or libraries, historical societies, archives, museums, museum libraries, local governments, and other not-for-profit organizations.

Project Eligibility

- Collections must be based in California
- Projects must support the physical and digital preservation of lesbian, gay, bisexual, transgender, and queer materials relevant to the LGBTQ+ movement, culture, experience, and/or history in California
- Projects must include activities that focus on how the public, researchers, and other stakeholders will be educated about and encouraged to access the collection(s).
- Projects must focus on materials of research value, which can include monographs, serials, manuscripts, archival materials, maps, architectural drawings, sound recordings, photographs, moving images and newspapers. **This funding is not for the preservation of works of art on paper, paintings, sculpture or other objects.**
- Projects should be grounded in the principles of Equity, Diversity, and Inclusion.

## Equity, Diversity, and Inclusion (EDI)

Projects should be grounded in the principles of Equity, Diversity, and Inclusion (EDI). Here is what the California State Library means by Equity, Diversity, and Inclusion:

**Equity** is created through fairness and social justice and the recognition that different people's needs and circumstances may vary significantly. Social justice focuses on balancing power dynamics among different groups of people while acknowledging historical and institutional inequities. Equity means increasing diversity by improving conditions of groups that were and are disadvantaged in

accessing opportunities, and is about allocating resources/opportunities to reach equal outcomes.

**Diversity** describes both the ways that people are alike and different. Diversity can be obvious in traits such as age, gender, and other physical attributes or characteristics. But there are also less obvious diversity traits such as ability, education level, socio-economic status, ethnicity, sexual orientation, and religion.

**Inclusion** means an environment in which all individuals feel they're welcome, are treated fairly and respectfully, and are valued for their distinctive skills, experiences, and perspectives. In an inclusive environment, all have equal access to resources and services and opportunities to contribute to realizing the organization's successful outcomes.

### **Allowable/Unallowable costs**

Items included in the budget must clearly support project activities. Project funds may not be used for lobbying, fundraising, or entertainment, or as a match to other state grant funds.