# Office of the Secretary of State Washington State Archives

### **Records Management Advice**

Issued: April 2021

## Local Records Grant Program: What Happened to the 2020-21 Local Records Grant Cycle?

Purpose: Provide guidance to local government agencies about the 2020-21 Local Records Grant cycle.

### 2020 Grant Cycle

- In April 2020, the Archives accepted applications for the 2020-21 Local Records Grants.
- Unfortunately, due to uncertainty about the budget impacts of the COVID-19 pandemic, the
  Archives needed to pause the Local Records Grants Program before any final determination of
  the applications or awarding of grants was made.
- In April 2021, with the budgetary situation now clear, the Archives is again resuming the Local Records Grants Program and commencing a new 2021-22 grant cycle.

#### What about the 2020-21 applications?

- The Archives will be emailing each of 2020-21 applicants with a copy of the application they submitted.
- These agencies are strongly encouraged to review their previous application and then submit either:
  - a) An updated application for the previous project submitted in 2020-21; **OR**
  - b) A new application.
- Agencies that did not submit an application in 2020-21 are also strongly encouraged to submit an application for a 2021-22 Local Records Grant.
- The Archives is happy to assist any local government agency considering to apply for a 2021-22 Local Records Grant.

Additional advice regarding the management of public records is available from Washington State Archives: