

OPC 2020 Grants

The Ohio Preservation Council recognizes the value of professional meetings, conferences, and other educational opportunities to advance the field of preservation and provide a forum to voice the need for ongoing stewardship of our documentary heritage. When possible, the OPC shall provide financial support to individuals to develop skills, expand knowledge, and gain experience relevant to the mission and goals of the Ohio Preservation Council.

OPC gives priority consideration to hosting institutions and organizations that complement our mission and further preservation on a national stage. Endorsed organizations include:

- American Institute for Conservation
- American Libraries Association (and local chapters)
- Campbell Center
- Canadian Book Artists and Book Artists Guild
- Conservation Center for Art and Historic Artifacts
- Guild of Book Workers
- Intermuseum Conservation Association
- Northeast Document Conservation Center
- Society of American Archivists
- Society of Ohio Archivists

Individuals requesting financial support must meet the following criteria:

- Working in the state of Ohio OR pursuing an advanced degree or certificate in the state of Ohio;
- Working directly in the field of preservation OR pursuing a degree or certificate within the field;
- Request is for professional development that clearly relates to preservation issues and/or preservation skills;
- Have not received financial support from the OPC Grant within 3 calendar years.

By accepting professional development funding, the recipient agrees to:

- Provide to the OPC chair-elect a brief summary of the professional development opportunity within one month following the event documenting the event and its benefits. The summary becomes part of the permanent record of OPC sponsored activities, and will be duplicated and attached as necessary to tax filings and other reporting as appropriate;
- Permits OPC to use text or images from said summary and/or presentation on OPC website or promotional materials related to the grant;
- Become a member of OPC for a year; free membership begins the month of the award.

OPC has updated the grant procedures and awards to reflect the current emphasis on remote learning and virtual conferences.

In 2020 the Ohio Preservation Council will offer four awards of up to \$250 each in support of continuing education for Ohio Students and Professionals with an interest in preserving our cultural heritage. Applications will be accepted on a rolling basis and awardees will be notified after the 3rd Thursday of:

August
September
November
December

To apply, fill out the OPC Grant application located at:

<https://forms.gle/VJq8sYYVp3qVmhU88>

And upload the following supporting documents:

- Announcement or brochure from the event-sponsoring agency;
- A copy of the registration form providing all required information for the requester to properly register for the professional development event (if separate from the announcement/brochure);
- A letter of support from your supervisor, or if an independent contractor a colleague that is familiar with your work and professional development goals.

Expenditures appropriate for OPC consideration include (estimates are acceptable):

- Registration and materials fees;
- Non-matriculating class tuition.

Expenditures that OPC will not pay for or reimburse include:

- Meals;
- Gratuities;
- Alcoholic beverages;
- Entertainment;
- Incidentals;
- Wages and benefits associated with professional development opportunities.

All expenses for which reimbursement is requested must be accompanied by a legible, original receipt of expenditure.

Advance reimbursement in anticipation of actual travel expenses will not be made.

Excessive or unnecessary expense will not be approved nor reimbursed. The validity of payments shall be determined by the Executive Committee. Any claim for reimbursement of expenses deemed excessive or unnecessary will be denied.

In accordance with the Ohio Revised Code and Ohio Ethics Commission Advisory Opinion No. 91-010, members or representatives of the OPC may not accumulate any discounted or free "frequent flyer" miles or other benefits derived from the purchase of airline tickets paid for or reimbursed by the OPC. Any earned miles or other benefits must be transferred to the OPC or forfeited.

REIMBURSEMENT:

It is the responsibility of the grantee to send a copy of the grant award notification and the original receipts for the funding categories requested above, within 6 weeks of the completed event, to:

Rita Bennett
OHIONET
1500 West Lane Avenue Columbus, OH 43221-3975
(Attn: OPC Grant Reimbursement)

Adopted: June 15, 2020