State Historical Records Advisory Boards (SHRABs)

A Statistical Report

March 2013

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OVERVIEW OF THE 2012 SHRAB SURVEY RESULTS

This report contains data about State Historical Records Advisory Boards (SHRABs) collected as part of the broader Survey of State Archives and Records Management Programs conducted by the Council of State Archives (CoSA) from August through October 2012.

The survey repeated many of the same questions asked during the last two comprehensive surveys of SHRABs conducted by CoSA in 2004 and 2006. Between those two surveys, CoSA had introduced an orientation program for SHRAB members, so one of the purposes of the 2006 survey was to measure improvements brought about by that program.

CoSA was proud to report that by 2006, all 50 states and the District of Columbia had SHRABs and most were active. In 2004, SHRABs had existed in just 45 states, the District of Columbia, and American Samoa. By 2006, Alabama, Hawaii, and Indiana had activated SHRABs, Delaware was in the process of reactivating its SHRAB, and SHRABs in three states were dormant (Iowa, Mississippi, Vermont). Authorization for the West Virginia SHRAB had lapsed.

In 2012, the overall status is nearly the same with a few minor changes (Tables 1a, 1b, 1c). Currently 48 states have active SHRABs. South Carolina's board is dormant. West Virginia was the only state to report that it had no SHRAB and did not plan to re-establish one. The U. S. Virgin Islands is now trying to gain authorization to activate a SHRAB. SHRABs in the District of Columbia, American Samoa, and Puerto Rico are dormant. Guam has no plans for a SHRAB.

Nationwide, there are 510 individuals serving as members of the active SHRABs. The average size of a SHRAB is 10.8 people.

In 2006, two-thirds of all SHRABs reported that appointments of their members were current, but in 2012 that number had slipped to 59%. In both years, one-quarter of the SHRABs reported that their appointments were always made on time (Table 2).

The proportion of SHRABs reporting that they meet at least twice a year has increased to 86%, up from 77% in 2006 (Table 4). However, the number that meet in person to discuss NHPRC grant proposals has dropped significantly. In 2006, 76% reported that they always or usually met in person for those discussions, but in 2012 the proportion had dropped to 58% (Table 5).

Forty-three SHRABs (88%) have a written strategic plan and four more are in development which is down slightly from 2006 but still a distinct improvement from 2004 when only 36 SHRABs reported having strategic plans (Table 7).

In 2012, the three issues common cited most often in SHRAB strategic plans are raising public awareness, education and training, and partnerships/cooperation (Table 8a). One major shift from earlier plans was the number of SHRABs that have moved away from improving access to records as a priority. It was included in 80% of the strategic plans in 2006 but only 29% of the plans in 2012. Similarly, plans that included "improving records programs" as a goal or priority dropped from 69% in 2006 to 22% in 2012.

During 2010, 2011, and 2012, 39 SHRABs were asked to review NHPRC grant proposals, almost the same as in 2006 (Table 9a). However, the collective number of proposals reviewed annually apparently more than doubled from the mid-2000s during 2010 and 2011 and was up significantly from the earlier levels in 2012. Collectively, the SHRABs had reviewed a total of 45 grant proposals in 2005 and 54 proposals in 2006. The total in 2010 was 127, in 2011 it was 103, and in 2012 it was 74.

Many SHRABs continue to be active in areas other than proposal review. Nearly half were engaged in promoting Archives Week/Month activites in 2010-2012, roughly the same as reported in the earlier surveys (Table 10a). About one-third have programs focussing on emergency preparedness. Nearly half of the SHRABs sponsor workshops in archives or records management, almost the same as previously reported. The number of SHRABs supporting regrant programs has increased to 15 in 2012 which is up from 10 in 2005 and 2006 and just 7 in 2007.

TABLES

SHRAB Status

Table 1a.   Summary of status of SHRABs in the states and territories in 2012. (Q11.1)

Status	Number of SHRABs	Percentage of all states & territories	States / Territories in this category			
Has a SHRAB	48	86%	AK AL AR AZ CA CO CT DE FL GA HI IA	ID IL IN KS KY LA* MA MD ME MI MN MO	MS MT NC ND NE NH NJ NM NV NY OH OK	OR PA RI SD TN TX UT VA VT WA WI WY
SHRAB authorized but dormant	4	7%	SC	DC	AS	PR
Attempting to establish a SHRAB	1	2%	VI			
No SHRAB, no plans for one	2	4%	WV	GU		
No response	1	2%	MP			

*No response to 2012 survey; status is based on SHRAB website.

Table 1b. Comparative status of SHRABs in the states and territories in 2004, 2006, and 2012. (Q11.1)

State/ Territory	2004 Had a SHRAB	2006 Had a SHRAB	2012 Have a SHRAB?	# of mem-bers
AK	Yes*	Yes	Yes	10
AL	No	Yes	Yes	17
AR	No*	Yes	Yes	8
AZ	Yes	Yes	Yes	10
CA	Yes	Yes	Yes	13
CO	Yes	Yes	Yes	12
CT	Yes	Yes	Yes	19
DE	Yes	Not yet active	Yes	15
FL	Yes	Yes	Yes	9
GA	Yes	Yes	Yes	13
HI	No	Yes	Yes	6
IA	Yes	Dormant	Yes	11
ID	Yes	Yes	Yes	15
IL	Yes*	Yes	Yes	16
IN	No*	Yes	Yes	7
KS	Yes	Yes	Yes	10
KY	Yes	Yes	Yes	13
LA	Yes	Yes	Yes*	10*
MA	Yes	Yes	Yes	14
MD	Yes	Yes	Yes	13
ME	Yes	Yes	Yes	11
MI	Yes	Yes	Yes	7
MN	Yes	Yes	Yes	13
MO	Yes	Yes	Yes	14
MS	Yes	Dormant	Yes	8
MT	Yes	Yes	Yes	7
NC	Yes	Yes	Yes	10
ND	Yes	Yes	Yes	10
NE	Yes	Yes	Yes	10
NH	Yes	Yes	Yes	8

State/ Territory	2004 Had a SHRAB?	2006 Had a SHRAB?	2012 Have a SHRAB?	# of mem-bers
NJ	Yes	Yes	Yes	16
NM	Yes	Yes	Yes	8
NV	Yes	Yes	Yes	9
NY	Yes	Yes	Yes	11
OH	Yes*	Yes	Yes	16
OK	Yes	Yes	Yes	7
OR	Yes	Yes	Yes	8
PA	Yes	Yes	Yes	11
RI	Yes	Yes	Yes	13
SC	Yes	Yes	Dormant	9
SD	Yes	Yes	Yes	9
TN	Yes	Yes	Yes	11
TX	Yes	Yes	Yes	9
UT	Yes	Yes	Yes	9
VA	Yes	Yes	Yes	13
VT	Yes	Dormant	Yes	7
WA	Yes	Yes	Yes	10
WI	Yes	Yes	Yes	10
WV	No	Authorization lapsed	No SHRAB planned	---
WY	Yes	Yes	Yes	12

DC	Yes	Yes	Dormant	15

AS	Yes	Inactive?	Dormant	6
GU	---	---	No SHRAB planned	---
MP	---	---	No report	---
PR			Dormant	8
VI	---	---	Attempting to establish	---

*No response to 2012 survey, based on SHRAB website.

Table 1c.   Number of members in each active or dormant SHRAB in 2012. (Q11.3)

Number of members	Number of SHRABs	% of all SHRABs (n=52)	States / Territories in this category			
Up to 8	14	27%	AR HI IN MA	MI MS MT NH	NM OK OR VT	AS* PR*
9-12	22	42%	AK AZ CO FL IA KS	LA** ME NC ND NE NV	NY PA SC* SD TN TX	UT WA WI WY
More than 12	16	31%	AL CA CT DE	GA ID IL KY	MD MN MO NJ	OH RI VA DC*

* Dormant
**No response to 2012 survey, based on SHRAB website.

Average number of members, all active and dormant SHRABs	**10.8**

Table 2.   Are the SHRAB and coordinator appointments current? (Q11.2)

Frequency	Count	Percent of active or dormant SHRABs reporting (n=51)	States			
Appointments are always made on time	14	25%	DE GA IA ID	IL KY MN MT	NC ND NE	PA VA VT
While all appointments are now current, we occasionally experience delays in filling seats	19	34%	AK AR AZ CA IN	MD ME MI NV NY	OH OR RI SD TN	TX WA WI WY
Not all members have current appointments, but we expect them soon	6	11%	AL CO	HI MA	NM	UT
Not all members have current appointments, and we do not know when they will be made	7	13%	CT KS	MO MS	NH OK	AS*
Appointments are never made on time	2	4%	NJ	SC*		

Other:
   DC: No appointments made
   FL: Not all members have current appointments
   PR: Only the Governor of Puerto Rico has the authority to appointed the PRSHRAB. The last reunion of PRSHRAB was in 1995.
	3	5%	FL	DC*	PR*	

Not reported	1		LA			

* Dormant

Table 3a.   Staff support (in FTEs) devoted to the administration of active SHRABs each year. Summary. (Q11.4)

	State Coordinator and/or Deputy Coordinator	Other staff	TOTAL FTEs (all staff)
Total ARM staff FTEs nationwide devoted to administration of SHRABs	18.12	12.96	31.08

Number of ARM staff FTEs devoted to administration of active SHRABs	Number of states/territories in this range for each category (n=43)		
	State Coordinator and/or Deputy Coordinator	Other staff	TOTAL FTEs (all staff)
None	3	14	2
Less than 1	33	22	33
1-2	4	3	1
More than 2	0	0	4

Average number of FTEs among reporting programs (n=40)*	0.48	0.51	0.80

*Active SHRABs not reporting FTEs: AR, LA, ME, MI, MN, RI, DC, SD
Figures do not include dormant programs in SC, DC, AS, PR

Table 3b.   Staff support (in FTEs) devoted to the administration of active SHRABs each year. Detail. (Q11.4)

State / Territory	State Coordinator and/or Deputy Coordinator	Other staff	TOTAL FTEs (all staff)	Comments
Total FTEs, nationwide	17.12	12.96	30.08	
Average FTEs for active states	.42	.33	.73	

State	FTEs for State Coordinator and/or Deputy Coordinator	FTEs for other staff	TOTAL FTEs. all staff	Comments
AK	0.1	0.05	0.15	
AL	0.25	0.25	0.5	In years we have a SNAP grant, FTEs will go up to 0.50
AR	Not reported			
AZ	0.15	0.15	0.3	
CA	0.3	0.1	0.4	
CO	0	0	0	
CT	0.1	0%	0.1	
DE	1	2	3	
FL	0.25		0.25	
GA	0.1	0.2	0.3	
HI	0.2	0	0.2	
IA	0.1	0	0.1	
ID	0.1	0.03	0.13	
IL	2	2	4	
IN	0.1	0.9	1	
KS	0.1	0.1	0.2	
KY	0.5	0.5	1	
LA	Not reported			
MA	2	0	2	
MD	1	0	1	
ME	Not reported			
MI	Not reported			
MN	Not reported			
MO	0	0.25	0.25	
MS	0.05	0.1	0.15	

State	State Coordinator and/or Deputy Coordinator	Other staff	TOTAL FTEs (all staff)	Comments
MT	0.25	0.2	0.45	
NC	0.1	0.2	0.3	
ND	0.2	0	0.2	
NE	1	0	1	
NH	0	0	0	
NJ	0.05	0	0.05	
NM	0.3	2	2.3	
NV	0.1	0.35	0.45	
NY	0.1	0.2	0.3	
OH	0.15	0.05	0.2	
OK	0.1	0.1	0.2	
OR	0.5	0	0.5	
PA	0.5	0	0.5	
RI	Not reported			
SD	Not reported			
TN	2	1.5	3.5	
TX	0.07	0.03	0.1	
UT	1	0	1	
VA	2	1	3	
VT	0.05	0.3	0.35	
WA	0.05	0.1	0.15	
WI	0.1	0.2	0.3	
WY	0.1	0.1	0.2	

SHRAB Meetings

Table 4.   How often does the SHRAB meet? (active SHRABs only) (Q11.5)

Frequency	Count	Percent	States			
4 or more times a year	8	17%	AR DE	GA IA	OH RI	TX VT
2 or 3 times a year	30	63%	AK AZ CA CT FL ID IL IN	KS KY MD ME MI MN MO MS	MT NC ND NE NM NY OR PA	SD TN UT VA WA WY
Only when necessary	4	8%	AL	NH	NJ	OK
Other: HI: Usually meet twice a year for grant reviews. MA: At least six times a year, every other month and when necessary. WI: Almost always meets three times per year.	3	6%	HI	MA	WI	
Not reported	3	6%	CO	LA	NV	

Table 5.   Does the SHRAB meet in person to discuss proposals before making funding recommendations to NHPRC? (Q11.12)

Meeting practices for reviewing proposals	In 2006 # of SHRABs n = 52	In 2006 Percent	In 2012 # among SHRABs reporting n = 45	In 2012 Percent	States in this category – 2012 (active and dormant SHRABs)		
Always meet in person	18	35%	12	27%	AZ CA DE HI	KY NH NV OH	OK OR VT WI
Usually meet in person	21	41%	16	31%	AR IA ID IN KS MA	MD MO MT NC PA	SD TN TX VA WA
Seldom meet in person	1	2%	8	15%	AK FL MI	MS NJ NM	SC UT
Never meet in person	4	8%	4	8%	CT IL	DC	PR
Other	6	12%	5	10%	AL MN	ND NE	NY
Not reported			7	--	CO GA LA	ME RI	WY AS

Other in 2006: AL: The plan is that they will. CT: If possible. HI: We would if we received proposal. IL: Sometimes. MO: In person or by conference call. NY: Email discussion if there is a point of contention.

Other in 2012: AL: Grant Review Committee meets to discuss recommendations. MN: Review/discussion by email. ND: Haven't had any to review. NE: Conducted via e-mail communication. NY: Communicate by email.

SHRAB Reporting Practices

Table 6.   How does the SHRAB report on its activities, concerns, grant opportunities, and current priorities?
Active and dormant SHRABs only in 2012. **(Q11.6)**

Reporting mechanism	In 2006 n = 51		In 2012 n = 47		States in this category – 2012 (active and dormant SHRABs)							
	# of SHRABs	Percent	# of SHRABs	Percent								
News releases	15	29%	25	53%	AK	IA	MO	NC	NV	OR	TX	VT
					AL	IN	MS	ND	OH	SD	UT	WA
					AZ	KS	MT	NM	OK	TN	VA	WY
					DE							
Presentations at professional meetings	17	33%	22	47%	AK	MA	MS	ND	NV	OK	TX	WA
					CA	MD	MT	NE	NY	OR	VA	WI
					KY	MO	NC	NM	OH	PA		
Annual reports	10	20%	18	38%	GA	ME	NC	NM	OK	SC	UT	WA
					ID	MO	ND	OH	OR	SD	VT	WY
					IN	MT						
Presentations, other	17	33%	16	34%	AZ	IN	KY	MO	ND	NY	PA	WI
					CA	KS	MD	MT	NM	OK	TN	WY
Special reports	20	39%	12	26%	AL	CA	MA	NV	SD	TN	WI	AS
					AZ	KS	MN	NY				
Articles in other publications	15	29%	11	23%	KY	MO	NC	NM	OH	TN	TX	UT
					MA	MT	ND					
Newsletters or circulars	9	18%	10	21%	AL	IL	MD	MO	MS	MT	ND	VA
					CT	KY						
Other*	13	25%	13	26%	AZ:	Strategic Plan is online as are updates to the Arizona Archives Summit which is sponsored by the SHRAB, and lists of regrant awardees						
					DE:	Board minutes						
					IA:	NHPRC SNAP grant funding reports						
					KS:	Web page on kshs.org						
					MD:	Email and website						
					NE:	Nebraska SHRAB webpage: http://www.nebraskahistory.org/lib-arch/whadoin/shrab.htm						

Reporting mechanism	In 2006 n = 51		In 2012 n = 47		States in this category – 2012 (active and dormant SHRABs)
	# of SHRABs	Percent	# of SHRABs	Percent	
Other, cont.					NV: SHRAB is required to make a biennial report to the Governor and Legislative Counsel Bureau on the conditions of historical records programs. Presentations are made at annual meetings of the state museum association, library association, league of cities, association of counties and the Inter-tribal Council of Nevada. OR: Website PA: Website SD: Website; Facebook VA: Post agendas and summaries on webpage; strategic plan posted on SHRAB website; SNAP grant reports WI: "Email blasts" to archivists, local historical societies, libraries. Articles in Historical Society's membership newsletter.
The SHRAB does not report	4	8%	6	13%	FL HI MI NH NJ DC
Not reported			4	--	AR CO LA RI

*Other reporting methods:

Strategic plans and priorities

Table 7a.   Does your SHRAB have a written strategic plan? (active and dormant SHRABs only) (Q11.7)

Status of strategic plan	# of SHRABs	Percent of active and dormant SHRABs (n=52)	SHRABs in this category			
Yes	29	56%	AK AL AR CA CT DE IA ID	KY MA MD MO MT NC ND NE	NM NV NY OH RI SC SD TX	UT VA VT WI WY
Yes, but it is out of date	14	27%	AZ FL IL KS	MI MS NH NJ	OK PA TN WA	AS PR
No, but one is being developed	3	6%	GA	MN	OR	
No	3	6%	HI	IN	DC	
Not reported	2	6%	CO	LA	ME	

Table 7b.   If your SHRAB has a written strategic plan in place, when was it last updated? (active and dormant SHRABs only) (Q11.8)

Strategic plan last updated in what year?	# of SHRABs	Percent of active or dormant SHRABs with plans (n=52)	SHRABs in this category			
2012	5	10%	DE ND	NM	TX	WI
2011	12	23%	AK AR MA	MD NV NY	OH OK RI	SC VA WY
2010	8	15%	FL IA	ID KY	MS NC	NE VT
2009	2	4%	CA	MO		
2008 or before	13	25%	AL AZ IL KS	MI MT NJ	PA SD TN	UT WA AS
Unknown	1	2%	NH			
Not reported	11	21%	CO CT GA	HI IN ME	MN OR NH	DC PR

Table 8a.   Issues/topics included as goals or priorities in SHRAB strategic plans. Summary and comparison with 2006 plans. (Q11.9)

Topic or goal	Included in 2006 strategic plan n = 51		Included in 2012 strategic plan (n = 45)		Ongoing or planned programs in this area in 2012 (n=45)	
	# of SHRABs	Percent	# of SHRABs	Percent	# of SHRABs	Percent
Raising public awareness	39	76%	41	91%	24	53%
Education and training in archives & records management	40	78%	39	87%	24	53%
Partnerships/cooperation	34	67%	34	76%	19	42%
Providing leadership within the state	30	59%	28	62%	16	36%
Regrant programs	23	45%	20	44%	16	36%
Preservation	32	63%	34	76%	15	33%
Emergency preparedness	Not tracked in 2006		17	38%	14	31%
Improving access to records and collections	37	73%	36	80%	13	29%
Electronic records	29	57%	25	56%	12	27%
Improving records programs	31	61%	31	69%	10	22%
Local government records	29	57%	21	47%	9	20%
Technical assistance/consulting services	21	41%	19	42%	8	18%
Use of primary sources in the classroom	13	25%	11	24%	8	18%
Resources (funding, personnel)	22	43%	18	40%	7	16%
State government records	27	53%	17	38%	6	13%
Legislation	21	41%	8	18%	6	13%
Publications	8	16%	10	22%	4	9%
Statewide collecting strategies	16	31%	15	33%	2	4%
Corporate/business archival programs	6	12%	6	13%	1	2%
Other	8	16%	1	2%	0	0%

Table 8b. Issues/topics for which SHRABs have ongoing or planned programs. Detail. (Q11.9)

Topic or goal	# with ongoing or planned programs in this area in 2012 (n=45)		SHRABs with ongoing or planned programs in this category					
	# of SHRABs	Percent						
Education and training in archives & records management	24	53%	AK AZ CT GA	IL IN KS KY	MN MO MS MT	ND NE NV OH	OK OR SD TX	VA WA WI WY
Raising public awareness	24	53%	AK AR AZ CT	GA IL IN KS	KY MO MS MT	NC ND NV OH	OK SD TX VA	VT WA WI WY
Partnerships/cooperation	19	42%	AK AZ CT IA	IL IN MN MS	MT NC ND	NE NV OH	OK OR TX	WA WI
Providing leadership within the state	16	38%	AK AR CT	GA IA IL	IN KY MS	MT ND NV	OK OR	VA WA
Regrant programs	16	36%	AZ CT GA	IL IN MN	MO NE NV	OH OK SD	VA VT	WA WY
Preservation	15	33%	AZ CT IL	IN MA MN	MS MT NC	NV OK	OR VA	WA WY
Emergency preparedness	14	31%	AZ CT IA	IN MA MS	MT NC	NM NV	OK UT	VT WA
Improving records programs	10	22%	CT GA	IA IN	MA MS	MT NV	OK	TX
Electronic records	12	27%	CA GA	KY MA	MN MS	MT NC	NV OH	WA WI
Improving access to records and collections	13	29%	CT IA ID	IL IN	MN MS	MT NV	OK TX	VA WA
Local government records	9	20%	CT GA	ID MA	MS NE	NV	VA	WA
Use of primary sources in the classroom	8	18%	CT MA	MN MT	ND	NV	OH	OK
Technical assistance/consulting services	8	18%	AK IA	IL KY	NC	VT	WA	WI

Topic or goal	# with ongoing or planned programs in this area in 2012 (n=45)		SHRABs with ongoing or planned programs in this category					
	# of SHRABs	Percent						
Resources (funding, personnel)	7	16%	CA CT	GA	IA	NE	OK	VT
State government records	6	13%	CT	GA	MA	NV	VA	WA
Legislation	6	13%	CT	IN	MA	MT	OR	WA
Publications	4	9%	AK	CT	IL	WY		
Statewide collecting strategies	2	4%	AZ	VA				
Corporate/business archival programs	1	2%	ID					

SHRAB Reviews of NHPRC Proposals

Table 9a   Number of proposals reviewed by active and dormant SHRABs in 2010, 2011, and 2012. Summary. (Q11.11)

Asked to review any NHPRC grants in the last three years: 2010-2012	# of SHRABs	% of active and dormant SHRABs (n=52)	SHRABs in this category			
No	9	17%	DE KS ND	NH UT	WY DC	AS PR
Yes	39	75%	AK AL AR AZ CA CT FL HI IA ID	IL IN KY MA MD MI MN MO MS MT	NC NE NJ NM NV NY OH OK OR PA	RI SC SD TN TX VA VT WA WI
Not reported	4	8%	CO	GA	LA	ME

Table 9b   Number of proposals reviewed by active and dormant SHRABs in 2010, 2011, and 2012. Detail, year-by-year count. (Q11.11)

	NHPRC proposals reviewed		
SHRABs	**in 2010**	**in 2011**	**in 2012**
Alaska	1	1	1
Alabama	1	0	0
Arkansas	1	1	2
Arizona	1	1	0
California	13	8	15
Connecticut	0	1	1
Florida		2	2
Hawaii		2	1
Iowa		1	0
Idaho	4	6	7
Illinois	4	8	1
Indiana	1	0	0

Kentucky	2	2	3
Massachusetts	8	6	6
Maryland	2	1	0
Michigan	10	15	5
Minnesota			2
Missouri	28	1	1
Mississippi	1	1	0
Montana	1	1	0
North Carolina	2	3	0
Nebraska		1	0
New Jersey	0	0	1
New Mexico			1
Nevada	1	1	0
New York	15	5	5
Ohio	1	2	0
Oklahoma		1	0
Oregon	2	2	0
Pennsylvania	5	2	1
Rhode Island	Not reported		
South Carolina	1	1	0
South Dakota	0	0	1
Tennessee	12	14	15
Texas	4	6	1
Virginia	2	3	2
Vermont	0	2	0
Washington	2	1	0
Wisconsin	2	1	0

Total number reviewed each year, nationwide	**127**	**103**	**74**

SHRAB Activities beyond NHPRC Grant Reviews

Table 10a Summary of SHRAB activities beyond NHPRC grant reviews. (Q11.13)

SHRAB Activities	In 2010		In 2011		In 2012	
Regrants	13	30%	15	34%	15	34%
Statewide repository directory	11	25%	13	30%	14	32%
Delivering workshops/training	24	55%	26	59%	22	50%
Training on grant writing	7	16%	8	18%	10	23%
American Archives Month	24	55%	24	55%	22	50%
Emergency preparedness	11	25%	15	34%	18	41%
Programs for local governments	13	30%	17	39%	12	27%
Other conferences	12	27%	15	34%	12	27%
Other outreach	15	34%	15	34%	15	34%

Table 10b Descriptions of "other" SHRAB projects or activities beyond the review of NHPRC grant proposals. (Q11.14)

AL   The statewide repository directory has had minimal upkeep in past three years as a result of staffing issues.

AZ   Our SHRAB sponsors the Arizona Archives Summit, a yearly meeting that brings archivists, including tribal archivists, from around the state to discuss processing, split collections, backlogs, collaboration and more. We provide 3 day-long Archives 101 and 3 day-long Emergency/Disaster Preparedness workshops each year to small cultural institutions with archives.

CA   Developing workshops and webinars relating to electronic records and digitization of historical records.

HI   Through phone and email, we notify and encourage participation in workshops, training opportunities and grant information to archives, library and museum groups.

IA   Raising awareness among Iowa archives holders of State of Iowa Historical Resource Development Program grants for documentary collections.

ID   The Idaho SHRAB initiated Replevin Legislation that passed the Idaho House and Senate in the 2011 Legislative session. It became effective July 1, 2011. The Idaho SHRAB supported 2012 legislation to merge the Idaho State Records Center, a division of the Dept. of Administration, with the Idaho State Archives, a division of the Idaho State Historical Society. The legislation passed the Idaho House and Senate and became effective July 1, 2012.

IL   Using our SNAP Grant, we offer scholarships to Illinois archivists to attend professional workshops in Illinois. We fund a training session for IRAD interns and pay for the Illinois State Archives' dues to CoSA. We also sponsor an online directory listing the different archival institutions in Illinois.

KY   Offers continuing education workshops to archivists, sponsors Archives Month, advocacy information sent to archivists statewide.

MA   Members have attended meetings of the New England Archivists, Society of American Archivists, and held an information forum about what the MHRAB does.

MD   Preservation, conservation, emergency preparedness.

MI   Presented at annual county clerk's association meeting.

MN   Regrants, especially to History Day teachers, American Indian archives/history programs, documentation of recent immigrant communities, staff training and development for historical organizations.

MO   (1) Approve content for an archival "Best Practices" website. (2) Developing online directory to Historical Records Repositories in the state. (3) Designate target subject areas for collection of historical records.

MS   MHRAB has co-sponsored a statewide exhibit on William Grant Still (2010); a statewide exhibit and opportunity for the public to record their reminiscences about the Freedom Rides (2011); booths at the annual meetings of the Mississippi Municipal League (2010-2012), Mississippi Chancery Clerks Association (2011), and the Mississippi Library Association (2010 & 2011). MHRAB also sponsors a biennial awards program and actively collaborates with the Society of Mississippi Archivists on archival training and outreach activities such as Archives Month activities. From 2010-2012 MHRAB co-sponsored numerous workshops throughout the state in collaboration with the Archival Training Collaborative, to provide affordable basic archival education in Louisiana, Mississippi, and Alabama.

NC   SHRAB typically operates educational and outreach programs annually. The Traveling Archivist Program was recently funded by our budget, not an NHPRC grant.

ND   For two SNAP grants we sent out interns over two summers to 20 historical societies/museums/libraries to scan 100 items from each repository's collections for uploading to CONTENTdm. We presented on these grants at several conferences.

NE   Planning and implementing a traveling (field) student archivist program.

NJ   Statewide conservation planning through the Collections Care Consortium, an association of New Jersey cultural institutions, including the Newark Museum, the Rutgers University Libraries, the New Jersey State Museum, New Jersey State Library, and the New Jersey State Archives that have come together to assess the needs and to develop short- and long-term plans to conserve New Jersey's vast collection materials.

NV   Promotion of Archives month, support of National History Day, representation on the Nevada statewide Digital Initiative.

NY   Setting priorities for Documentary Heritage Program grants for documentation and access projects; advocacy for PAHR and NHPRC; reports to State Education Department Board of Regents re. issues facing NY's historical records; SNAP grant projects review and oversight.

OK   OHRAB has been a partner for conferences, training, and workshops with other organizations, including the following: Oklahoma Library Association; Oklahoma Museums Association; Association of Tribal Archives, Libraries and Museums. Members assist with conferences by leading sessions, working registration desk, distributing materials, such as Archives Month information.

OR   Conducts workshops; Archives Month, participation in other heritage-related boards and commissions.

TN   Support for the annual Tennessee Archives Institute, the main training venue for local historical records archivists in the state.

UT   *Other conferences:* Each year the SHRAB sponsors a regional repository directors meeting. training on a variety of topics is given including: preservation, conservation, and social media.
        Other outreach: The SHRAB is involved in the Utah Alliance for Response forum and a consortium that gives information about upcoming events and activities throughout the state.

VA   Participate (State Coordinator, Deputy) at national meetings such as CoSA, NAGARA. Virginia SHRAB (through NHPRC) sponsored 2 statewide workshops for historical societies as well as sponsored educational workshops for Virginia Archivists through the use of SNAP grant funds.

WI   *Conferences:* WHRAB sponsors at least two sessions at the annual Local History and Historic Preservation conferences. They are usually the most in-demand sessions.
        Outreach: WHRAB's "Governor's Archives Awards" are offered in conjunction with Archives Month and are an important part of our outreach activities.

WY   SHRAB sponsors the area ARMA workshop each fall.

FY2012 CoSA Survey of State and Territorial Archives and Records Management Programs

NOTE: The data on State Historical Records Advisory Boards presented in this report were collected as part of the larger 2012 CoSA Survey of State Archives and Records Management Programs. The questions about SHRABs were contained in Section 11 of that survey and appear below. A full analysis on the other sections of the 2012 survey is available in a separate report at http://www.statearchivists.org/reports.

SECTION 11: STATE HISTORICAL RECORDS ADVISORY BOARD (SHRAB)

11.1 Which of the following best describes the status of the State Historical Records Advisory Board in your state/territory? (check one)

[ ] Our state/territory has a SHRAB

[ ] The SHRAB in our state/territory is authorized but dormant

[ ] The SHRAB in our state/territory is authorized but not yet active

[ ] We are attempting to establish a SHRAB in our state/territory (skip to Question 12.1)

[ ] Our state/territory does not have a SHRAB and we have no plans to establish one (skip to Question 12.1)

[ ] Other (please explain) _____

_____

11.2 Are the SHRAB and coordinator appointments current? (check one)

[ ] Appointments are always made on time

[ ] While all appointments are now current, we occasionally experience delays in filing seats

[ ] Not all members have current appointments, but we expect them soon

[ ] Not all members have current appointments, and we do not know when they will be made

[ ] Appointments are never made on time

[ ] Other (please explain) _____

_____

11.3 How many members does your State Historical Records Advisory Board have?

Number of members

    State Coordinator and/or Deputy Coordinator   _____

    Other members   _____

    TOTAL NUMBER OF MEMBERS   _____

11.4 How much staff support (in FTEs) is devoted to the administration of your SHRAB each year?

State Coordinator and/or Deputy Coordinator   _____ FTEs

Other staff   _____ FTEs

TOTAL FTEs (all staff)   _____ FTEs

11.5 Does the SHRAB meet regularly? (check one)
Note: NHPRC's "SHRAB Suggested Practices Manual" suggests a minimum of two meetings per year.

[   ] Meets 4 or more times a year

[   ] Meets 2 or 3 times a year

[   ] Meets once a year

[   ] Meets only when necessary

[   ] Meets only for special projects

[   ] Never meets

[   ] Other (please explain) _____

11.6 In what ways does the board report on its activities, concerns, grant opportunities, and current priorities? (check all that apply)

[   ] Annual reports

[   ] Special reports

[   ] News releases

[   ] Newsletters or circulars

[   ] Articles in other publications

[   ] Presentations at professional meetings

[   ] Presentations, other

[   ] The SHRAB does not report

[   ] Other (please explain) _____

11.7 Does the SHRAB have a written strategic plan? (check one)

[ ] Yes

[ ] Yes, but it is out of date

[ ] No, but one is being developed

[ ] No

11.8 If your SHRAB has a strategic plan in place, when was it last updated? (give the year)

_____

11.9 Which of the following issues/topics are priorities for your SHRAB? (check all that apply)

	Included in the SHRAB's strategic plan	SHRAB has ongoing or planned programs in this area
Raising public awareness	[ ]	[ ]
Providing leadership within state	[ ]	[ ]
Partnerships/cooperation	[ ]	[ ]
Education and training in archives & records management	[ ]	[ ]
Improving records programs	[ ]	[ ]
Electronic records	[ ]	[ ]
Preservation	[ ]	[ ]
Emergency preparedness	[ ]	[ ]
Improving access to records and collection(s)	[ ]	[ ]
Use of primary sources in the classroom	[ ]	[ ]
Statewide collecting strategies	[ ]	[ ]
State government records	[ ]	[ ]
Local government records	[ ]	[ ]
Corporate/business records	[ ]	[ ]
Legislation	[ ]	[ ]
Regrant programs	[ ]	[ ]
Publications	[ ]	[ ]
Technical assistance/consulting services	[ ]	[ ]
Resources (funding, personnel	[ ]	[ ]

11.9, continued   Which of the following issues/topics are priorities for your SHRAB?

	Included in the SHRAB's strategic plan	SHRAB has ongoing or planned programs in this area
Other (please explain)	[ ]	[ ]

_____

_____

11.10 Has your SHRAB been asked to review any NHPRC grants in the last three years (2010-2012)? (check one)

[ ] Yes

[ ] No

11.11 Approximately how many grant proposals has your SHRAB reviewed in the following years?

In 2010   _____

In 2011   _____

In 2012   _____

11.12 Does the SHRAB meet in person to discuss proposals before making funding recommendations to NHPRC? (check one)

[ ] Always

[ ] Usually

[ ] Seldom

[ ] Never

[ ] Other (please specify)_____

11.13 Has your SHRAB engaged in any activities beyond the review of NHPRC grant proposals in the following years? (check all that apply)

	Activity	During 2010	During 2011	During 2012
a.	Regrants	[ ]	[ ]	[ ]
b.	Compilation/maintenance of statewide repository directory	[ ]	[ ]	[ ]
c.	Delivering workshops/training on archives/records topics	[ ]	[ ]	[ ]
d.	Delivering workshops/training on grant writing	[ ]	[ ]	[ ]
e.	Promoting Archives Month	[ ]	[ ]	[ ]
f.	Emergency preparedness activities	[ ]	[ ]	[ ]
g.	Sponsoring or participating in programs directed at local governments	[ ]	[ ]	[ ]
h.	Sponsoring or participating in other conferences (explain topics/participants below)	[ ]	[ ]	[ ]
i.	Other outreach or public awareness activities (explain below)	[ ]	[ ]	[ ]

11.14 Is your SHRAB engaged in any projects or activities beyond the review of NHPRC grant proposals? If so, please explain briefly.

_____

_____

_____