



KENTUCKY ORAL HISTORY COMMISSION

Technical Assistance Grant Guidelines

Deadline: Ongoing

Eligibility Requirements:

- Must be 18 years old or older
- Have no current or outstanding KOHC grants¹
- Applicants must have a topic that is relevant/significant to Kentucky history

Grant Kits: The KOHC is currently offering 2 technical assistance grant kits options. Applicants applying as a group can request multiple kits. Successful applicants will receive consultation/training and kits based on the individual applicant's needs

1. Standard audio recording kit: Includes all equipment needed to record audio oral histories. Each kit contains an audio recorder with xlr ports, 2 xlr cables, 2 external microphones, mic stands, batteries and sd memory card. No oral history or recording experience is required to apply for audio recording kits.
2. Complementary video recording kit: Includes equipment to record video oral histories utilizing an applicant's smart phone camera. Each kit contains a wireless microphone system, tripod, and external lighting. Applicants must have previous experience in oral history or videography to apply for a video recording kit.

Application Process & Timeline

Application deadline	Ongoing
Award notification	Within 60 days of applying
Interim report due	6 months after receiving equipment and training
Request for extension deadline	10 months after receiving equipment and training
Project must conclude	12 months after receiving equipment and training
Final report due to KOHC	12 months after receiving equipment and training

To Apply: Applications can be submitted [here](#). Before applying, please prepare the following documents to upload as part of your application:

1. Grant narrative (page 2)
2. A one-page resume or CV for each proposed project team member and advisors
3. A letter of agreement with the proposed accredited repository
4. Copies of release forms from the proposed accredited repository
5. Optional: Letters of recommendation encouraged (maximum of four)

Applications without all required documents will not be considered for funding

¹ Stipulation applies to project, transcription/indexing, and presentation grant recipients ONLY. Applicants who have been awarded a technical assistance grant and are in good standing can apply for another KOHC grant

All KOHC projects must be deposited in an accredited KOHC repository for storage and preservation. Access permission may be provided to additional secondary repositories. For specific requirements and to obtain a letter of agreement, please contact the individual repositories.

Current KOHC accredited repositories:

- Kentucky Historical Society Oral History Archives
- Louie B. Nunn Center at the University of Kentucky
- William H. Berge Oral History Center at Eastern Kentucky University
- Oral History Center at University of Louisville
- Berea College Special Collections and Archives
- Western Kentucky University Manuscripts and Folklife Archives

How Decisions are Made – A qualified group of KOHC administrators and KHS oral history staff will review applications within 60 days of applying. If accepted, applicants will be notified and a time will be set up for applicants to receive the kits and necessary training.

Note: If reapplying for an unfunded application or a continuation of a project previously funded by the KOHC, the applicant **MUST** treat the application process as if applying for a new grant.

Grant Narrative (Max 2 pages)

Project Significance

- Describe the topic's significance to the community's history, culture and/or everyday lived experience
- Explain how this project's research and interviews will contribute to a greater understanding of the topic
- Demonstrate your knowledge of the historical and cultural content through research and experience with the community represented by the topic

Planning and Implementation

- Describe the project staff's oral history or recording experience (if any)
 - **Experience is not required for audio kits, but is for video kits**
- Project timeline: include research, participant identification, final project report and expected repository submission date
- Demonstrate community support of the proposed project. Include potential partnerships

Anticipated Accessibility of Finished Project

- Identify the KOHC accredited archive where the final project will be deposited (a repository agreement is required) and any secondary repositories. Any access restrictions on the interviews must be explained and justified in this section
- Explain how you plan to make your project accessible (i.e., the partner archive's accessibility policy, anticipated public presentation of material, web presence, etc.)
- Explain any anticipated publication, exhibit, or other form of presentation based on the completed interviews