

**Kentucky State Historical Records Advisory Board  
2024-2026 Strategic Plan**

Goal	Objectives	Action
<p>1. To support the preservation and accessibility of the historical records of Kentucky.</p>	<p>1.1. Assist historical records programs in choosing best practices for preservation and access.</p>	<p>1.1.a. Use Council of State Archivists' SHRAB Resource Center as part of the SHRAB page on the KDLA website.</p> <p>1.1.b. Partner or collaborate with other providers to offer training on archival practices for those with custodial responsibilities for historical records.</p> <p>1.1.c. Disseminate information about training opportunities through the SHRAB webpage, professional meetings and publications, and communications with repositories.</p> <p>1.1.d. Create a statewide repository directory with general classifications such as small institution, historical society, museum, etc. Provide minimal information about each institution.</p> <ul style="list-style-type: none"> <li>• Research hiring an intern to create this directory.</li> </ul>
	<p>1.2. Establish a state grant program to provide funding for repositories.</p>	<p>1.2.a. Establish guidelines for operation of the grant program and for awarding grants.</p> <ul style="list-style-type: none"> <li>• Apply for funding from the NHPRC.</li> </ul> <p>1.2.b. Publicize program through KDLA website, professional publications and meetings, and mailings to known repositories in the state.</p> <ul style="list-style-type: none"> <li>• Determine printing and related costs.</li> </ul> <p>1.2.c. Evaluate effectiveness of program on an annual basis.</p> <p>1.2.d. Research supporting smaller institutions to fund disaster recovery projects.</p>
	<p>1.3. Develop and share information about resources available to fund and</p>	<p>1.3.a. Collaborate with appropriate agencies to share information through the SHRAB website.</p>

	support historical records repositories.	<p>1.3.b. Review other SHRABs’ marketing plans.</p> <ul style="list-style-type: none"> <li>• Create a marketing kit.</li> </ul> <p>1.3.c. Create central SHRAB email address for disseminating information.</p> <p>1.3.d. Explore developing an “Ask a Colleague” resource to link newer staff and other staff in need of training at smaller repositories with staff at major institutions who may be able to advise on specific issues.</p>
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2. To promote understanding of and build support for historical records programs.	2.1. Gather and share information about the importance of historical records and the issues involved in their care and use.	<p>2.1.a. Increase participation and activities related to Kentucky Archives Month.</p> <ul style="list-style-type: none"> <li>• Set a speaker fee.</li> <li>• Fund and present Archives Month Awards.</li> </ul> <p>2.1.b. Investigate how SHRAB can assist in publicizing and promoting ongoing activities of archives around the state.</p> <p>2.1.c. Coordinate outreach roles with Kentucky Council on Archives (KCA) Administrative Board.</p> <p>2.1.d. Maintain KCA Board representative on SHRAB.</p> <p>2.1.e. Work with KCA to incorporate SHRAB goals and objectives into sessions at regular KCA meetings.</p> <p>2.1.f. Create a monthly spotlight on repositories each month, with a focus on lesser-known repositories.</p>
	2.2. Increase the use of historical records at all educational levels and by the public.	<p>2.2.a. Identify obstacles and evaluate ways to work with higher education faculty and/or academic archivists to increase understanding and use of archival material in the classroom.</p> <p>2.2.b. Facilitate interaction of the Kentucky Department for Education and the archival community to help</p>

		<p>archivists understand how educators want to use primary resources, possibly moving toward collaborative content development.</p> <ul style="list-style-type: none"> <li>• Create a guide to assist educators and students in use of historical records.</li> </ul> <p>2.2.c. Promote existing workshops on research in historical records around the state and identify needs for additional programs.</p> <p>2.2.d. Promote relationship of historical records to cultural tourism.</p> <ul style="list-style-type: none"> <li>• Support field trips, guides, and workshops.</li> </ul>
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<p>3. To equip those responsible for the care of historical records to respond to new challenges.</p>	<p>3.1. Promote awareness of issues and possible solutions for managing electronic records, audiovisual records, and other special media.</p>	<p>3.1.a. Sponsor discussions to raise awareness of issues and current solutions.</p> <p>3.1.b. Work with SHRABs in surrounding states to plan regional training opportunities.</p> <ul style="list-style-type: none"> <li>• Support Kentucky SHRAB members' travel to other SHRAB meetings for site-study.</li> </ul>
	<p>3.2. Support, sponsor, and promote opportunities for training and continuing education.</p>	<p>3.2.a. Bring archival continuing education offerings to Kentucky.</p> <p>3.2.b. Organize and offer formal training opportunities</p> <ul style="list-style-type: none"> <li>• Offset participants' fee.</li> </ul>
	<p>3.3. Explore opportunities to partner with or support statewide disaster response programs.</p>	<p>3.3.a. Identify areas of collaboration with Kentucky Heritage Emergency Response Network (KHERN).</p> <p>3.3.b. Disseminate information on disaster response and recovery standards.</p>

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<p>4. To increase effectiveness of the SHRAB as an advocate for historical records.</p>	<p>4.1. Use the strategic planning process to implement the work of the SHRAB.</p>	<p>4.1.a. Review plan annually. 4.1.b. Update plan as needed. 4.1.c. Consult with other interested groups to increase effectiveness of the plan. 4.1.d. Report SHRAB activities after every meeting on the Board’s webpage.</p>
	<p>4.2. Seek additional financial resources to increase the effectiveness of Kentucky’s historical records programs.</p>	<p>4.2.a. Support efforts of historical records programs to secure sustained funding.</p> <ul style="list-style-type: none"> <li>• Estimate cost for further funding for grant program.</li> </ul> <p>4.2.b. Publicize the availability of NHPRC grants and the SHRAB’s role in the application process, explicitly acknowledging them in print and electronic products.</p>
	<p>4.3. Develop and implement a communications and public information plan.</p>	<p>4.3.a. Review SHRAB communications plans in other states.</p> <ul style="list-style-type: none"> <li>• Evaluate cost and need for consultant.</li> </ul> <p>4.3.b. Draft plan. 4.3.c. Solicit input from interested groups. 4.3.d. Revise and implement plan.</p>