

Franklin County Children Services OHRAB Grant

Interim Report

October 21, 2016

Franklin County Children Services is conducting its Archives project to determine the volume and condition of the potentially archival records and artifacts that it has created it has collected or received in its 75+ year history. This initial foray into the archival process is intended to create an inventory and index of repositories of potential archival materials and an assessment of the condition of items.

Work completed

- Hired Autumn Snellgrove how had previously worked for the Ohio State University Archives.
- We have created detailed inventories of:
 - 50 Boxes of potentially archival material stored at Fireproof Records
 - Inventoried records maintained by the Executive Assistant to the Director of the Agency
 - 3 file cabinets, and two shelving units
 - Over 900 photograph collections
- Reviewed facilities records of agency locations
- We have indexed items dating from 1896 to the present
- Project approximately 60% complete and on schedule for completion by years end.

Summary of Expenses

- Grant monies
 - Contractor: 128 out of a budgeted 153 hours have been used as 10/20/2016 - \$1664.00
- Match
 - FCCS hours to date: 21.0 hrs. - \$525.00
 - Records Center Expenses - \$170.00

Publicity

This has been internal project for the agency and all communication of the project has been limited to the agency at this time.

Submitted by

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FCCS Records Manager

10/21/2016