

**Ohio Historical Records Advisory Board**  
**Strategic Plan, January 1, 2018 – December 31, 2020**  
**Adopted October 27, 2017**

**Goal 1:** Increase citizen engagement with Ohio’s historical records.

**Objective:** Strengthen statewide awareness and support of Ohio’s historical records and archival collections.

**Action 1:** Use OHRAB’s website and social media to publicize institutions, grant recipients and projects undertaken to further access and preservation of historical records.

**Action 2:** Support and publicize Ohio’s History Day through engagement with Ohio’s teachers and students. To encourage the use of primary sources in Ohio’s classrooms, present an award for the best use of Ohio’s historical records in a History Day project. Raise year-round awareness of History Day in Ohio by developing a gateway on OHRAB’s website listing resources and collections corresponding to the theme of History Day that students may use and provide links to tutorials on the use of primary sources.

**Action 3:** Develop an Ohio Citizen Archivist program promoting citizens’ active engagement with historical records. Collaborate with institutions to create projects such as crowd-sourced transcription, indexing and preservation projects as well as training on how to read and use primary sources.

**Action 4:** Present OHRAB Achievement Awards recognizing archival programs that have made significant achievements in the management, preservation, access, advocacy and use of Ohio historical records. Develop guidelines for Achievement Award recipients to capitalize on their award through the promotion of their archives.

**Action 5:** Sponsor training programs to increase citizen’s awareness and use of historical record collections and institutions. Collaborate with groups such as the Ohio History Connection (OHC) and the Ohio County Archivists and Records Manager Association (CARMA) to create outreach training for records custodians. Provide training to teachers on the use of primary sources in their classrooms.

**Goal 2:** Promote reliable and sustainable investment in Ohio’s electronic records.

**Objective 1:** Advocate for long-term management, preservation and access to Ohio’s electronic records.

**Action 1:** Provide recommendations to the State Archives on emerging best practices for digital preservation.

**Action 2:** Create a “Why Electronic Records Management Matters” campaign directed toward both state lawmakers and the public to educate about the benefits of well-funded electronic records management and preservation programs.

**Action 3:** Use opportunities, such as Statehood Day, to directly advocate for electronic records issues with state legislators.

**Objective 2:** Educate citizens, lawmakers, public officials and other stakeholders about the dangers of ignoring the long-term problem of electronic records preservation.

**Action 1:** Use OHRAB’s website and social media to publicize electronic records that are at risk of being lost as a result of poor electronic records preservation practices.

**Action 2:** Develop short presentations and handouts to be given by board members at conferences and meetings to make citizens, lawmakers, public officials and other stakeholders aware of the threats to their electronic records.

**Action 3:** Collaborate with the Ohio Electronic Records Committee (OhioERC), CARMA, the Ohio Digitization Interest Group and other subject matter experts to publicize the challenges of electronic records management and preservation.

**Goal 3:** Foster the advancement of historical records preservation and access in Ohio’s repositories.

**Objective 1:** Increase the number and quality of grant applications to the NHPRC from Ohio’s repositories.

**Action 1:** Promote and share information about NHPRC grant opportunities through archival and records management listservs, regional archival association meetings and other methods of advocacy.

**Action 2:** Encourage prospective grant applicants to contact OHRAB for advice and recommendations prior to submitting applications to the NHPRC.

**Action 3:** Provide grant guidance through mentoring and web-based grant writing workshops.

**Objective 2:** Seek funding for historical records preservation and access in Ohio repositories.

**Action 1:** Apply for funding from the NHPRC to administer a re-grant program for projects that improve the preservation of and access to Ohio historical records.

**Action 2:** Develop an Archival Fellowship Program to provide archival assistance and expertise to local governments and repositories to improve access to the historical records in their care.