



South Carolina State Historical Records Advisory Board (SC SHRAB) 2026 Scholarship Program Guidelines



Overview of the Scholarship Program

The National Historical Publications and Records Commission ([NHPRC](#)), the funding branch of the National Archives and Records Administration, has awarded the SC State Historical Records Advisory Board ([SC SHRAB](#)) funding for archival education in the form of scholarships for in-person/virtual conferences and online training courses.

Purpose

To address priorities in the SC SHRAB [state plan](#): Increased funding for South Carolina's historical records, preserving and providing access to SC historical records, educating and training records custodians, and supporting archival program development and enhancement.

Criteria for Scholarship Program

A maximum individual award amount of \$1,000.00, to fund up to 4 scholarships, and used to provide funding for staff education and training to South Carolina archival institutions that house historical records and provide public access to their records.

Scholarship Categories for Funding

- **Conference Travel Scholarships:**
 - o Scholarships offered can include full conference costs, including registration, travel, and lodging. Conferences must be sponsored by a national or state professional archival/record organization and must be held by December 1, 2026.
- **Online Course Registration Scholarships:**
 - o Scholarships offered will provide registration fees for attendance at an online (virtual) archival or records management training offered by a national or state professional archival/record organization and must be completed by December 1, 2026.

Applicant Eligibility Criteria

To apply for a scholarship, applicants must meet the following criteria:

- Be an employee or volunteer at a South Carolina archival institution which needs funding to send staff to conferences. An archival institution is defined as a non-profit institution or organization with a formal archives program that preserves and provides access to historical documents on a regularly scheduled basis to the general public. This may be a historical society, library, museum, college or university, church, public library, local governments, or other similar institution or organization. Also includes the State Library and state-supported colleges and universities. Ineligible institutions include for-profit organizations, state government agencies, and organizations that do not provide public access to their historical records.

Grant Amounts and Requirements

The Board will provide scholarships up to \$1000.00 for scholarship costs that will benefit an institution's archival staff/volunteers. The institution is responsible for providing any additional costs above \$1,000.00.

Deadlines and Timetable for 2026 Scholarship Program

From February 2, 2026 through May 1, 2026, the SC SHRAB will accept applications and related materials. The conference/training must occur and/or be completed by December 31, 2026.

Application Requirements

Interested individuals will need to complete a Scholarship Program application form (available at [SC SHRAB](#)) and submit it along with the required documentation, including a resume or curriculum vitae, letter of support, and a personal statement, via email to: scshrab@scdah.sc.gov for review.

Payment Process

Upon receipt of the scholarship application, including a resume, letter of support, and personal statement, the SC SHRAB will review the submitted documents and upon approval, submit payment to the institution. The institution will need to provide the SC SHRAB with a W-9 Taxpayer Identification Number Form and register as a vendor with the state of South Carolina to receive payment. In addition, the institution needs to provide their unique entity identification number available from <https://sam.gov/>. **Please note that it may take up to 30 days to receive payment.**

Scholarship Program Application Form Instructions:

Part I: Organization Information

1. Enter your institution's name and physical address. Please see the guidelines above for a description of eligible and ineligible institutions.
2. Enter the applicant's name and address, if different from above.
3. Enter the applicant's title.
4. Enter the applicant's telephone number.
5. Enter the applicant's email address.

Part II: Conference/Training Information

6. Enter the conference/training name.
7. Enter the organization sponsoring or hosting the conference/training.
8. Enter the date(s) of the conference/training.
9. Enter the location of the conference/training.
10. Enter the amount of funds requested.