**Evaluation Criteria For CCRP Grants**

**Historical/Informational/Administrative value** – The records contain unique information that provide understanding of history and genealogy and/or have continuing utility in the operation of an agency.

**Condition of the records** - Severity of physical damage and/or preservation concerns that threaten long-term preservation of the records.

**Future use of the records** – Consider the actions proposed by the clerk's office which would aid in the preservation of the records submitted in the application. Will the clerk limit public access to the original volumes? Will the clerk direct the public to digital images of the volumes available on a local records management system?

**Locality's contribution** - If applicable, rate the clerk's office or locality’s general contributions of time, finances, personnel, etc. to the project

**Overall soundness of grant project** – After reviewing the applicant’s grant application and vendor’s proposal of work, rate the overall appropriateness of funding the grant project.