

About the Traveling Archivist Program

What is TAP?

The Traveling Archivist Program is an outreach program sponsored by the State Archives of North Carolina that provides on-site, hands-on assistance and some basic supplies to North Carolina's cultural repositories whose collections are at risk due to damage, deterioration, or neglect. The purpose of TAP is to help improve preservation of and access to collections that document the culture and history of our state.

A consulting archivist travels to the institution to conduct a collections assessment, discuss existing procedures and practices, and offer practical recommendations for the preservation of and access to the special collections held in the repository. A formal report summarizing the visit and recommendations will be submitted to the institution.

Who is Eligible?

All North Carolina repositories whose archival collections document North Carolina culture and history and whose collections are accessible to the public may apply. Repositories can include historical and genealogical societies; public libraries; the archives of colleges, hospitals, and other organizations; historic houses and sites, museums; and other publically-accessible institutions that hold archival materials. TAP does not provide assistance to institutions that house solely objects or artifacts.

How Do I Apply?

Applications for the TAP program are solicited each spring and fall; the application is available on the website of the State Archives of North Carolina only at those times. A sample application and guidelines are available.

How Does the Process Work?

Once applications are received they are evaluated and the institution is notified of admission to the program by a formal letter. The traveling archivist will then contact the institution with a brief survey to gauge specific needs, set up a time for the visit, and clarify the expectations of each party.

What is My Responsibility?

Institutions selected for site visits from the Traveling Archivist must agree to complete a follow-up evaluation intended to measure the effectiveness of the program and agree to help promote the work of the TAP in their local communities.

Who Do I Contact With Questions?

Andrea Gabriel, State Archives of North Carolina, andrea.gabriel@ncdcr.gov, 919.807.7326