



Women's History and Resource Center

OBJECTIVE:
Collect, preserve, interpret, and promote the history of GFWC and women volunteers

ACTION PLAN

PRESERVE OUR HERITAGE: ESTABLISH CLUB ARCHIVES

- o Identify and preserve the records of state federations and local clubs. The publication *WHRC Guidelines for Preserving and Writing Club History* provides basic steps for creating and managing your club archives and for finding the right professional repository to preserve and make your club records publicly accessible for research. This publication is available electronically at www.GFWC.org or for purchase from the GFWC Marketplace, www.GFWC.org/Marketplace.
- o Inform the WHRC of the location of your club records. The WHRC will maintain this information as a reference for club members and will assist clubs in locating repositories that hold relevant records.
- o Celebrate American Archives Month in October by highlighting your club's archives on your website or in the local press, or by volunteering to help at a local archival repository.
- o Volunteer at the WHRC! Help the WHRC preserve GFWC's historic collections and provide assistance to club members and other researchers. Volunteers are automatic members of the Friends of the WHRC.
- o Become a member of the Friends of the WHRC through financial donations, which help preserve GFWC's historic collections and fund new acquisitions and research scholarships. Information about the Friends of the WHRC and the WHRC Wish List are available on the GFWC website at www.GFWC.org/WHRC. (See Resources.)

SHARE OUR HERITAGE: WRITE CLUB HISTORIES

- o Contact the WHRC to see if your club has submitted its history to the GFWC Archives. If not, see *WHRC Guidelines for Preserving and Writing Club History* for suggestions on how to begin. GFWC staff will help your club prepare a plan for researching your club history. (See Resources)
- o Incorporate oral history and club building history into your club's historical narrative. (See *Voice Our Heritage: Gather Oral History*)

VOICE OUR HERITAGE: GATHER ORAL HISTORY

- o Preserve the memories of GFWC clubwomen. Conduct interviews with individual club members, particularly those longstanding club members who were active in projects of local, regional, or national significance.
- o Follow the instructions in *WHRC Guidelines for Recording Oral Histories*, which is available electronically at www.GFWC.org or for purchase in the GFWC Marketplace, www.GFWC.org/Marketplace.



"THIS CENTER WE DEDICATE HERE TODAY WILL HELP US RECORD THE TRIUMPHS of thousands of women over social injustice and inhumanity. May it, in turn, encourage and inspire multitudes more to do the hard and constant work of turning this fragile planet of ours into a more humane and gentle world." Vice-President George H. W. Bush, at the WHRC dedication on May 1, 1984.





Women's History and Resource Center Program

DISCOVER FOUNDATIONS OF OUR HERITAGE: HISTORIC PRESERVATION

- o Research and write the history of your clubhouse. Use the resources of the National Trust for Historic Preservation and State Historic Preservation Offices to learn about available records in your area for conducting building history. (See Resources) Send your club's building history to the WHRC and incorporate important facts and events connected to the building into the broader history of your club.
- o Explore the opportunities available to historic properties, such as obtaining local or national historic landmark status or placing historical markers. Even if your club does not own property, you can research buildings related to your club's past, such as a local library founded by your club, or other meeting places.
- o Work in your local community to identify and preserve sites relating to women's history. When possible, connect these sites to your club's history and publicize your discoveries. Be sure to share your stories with the WHRC!
- o Volunteer at an existing historic site or support a historic preservation initiative in your community to celebrate Preservation Month in May.
- o Visit your Headquarters! GFWC's Headquarters in Washington, D.C., is a National Historic Landmark and an important part of GFWC's history. Tours are offered to individuals and groups. Encourage your club to visit and learn about 1734 N Street, NW and its treasures. Contact the WHRC to arrange a tour.
- o Support GFWC Headquarters by making a donation to the 1734 Society. All donations to this fund go to support improvements to the historic Headquarters building. For more information, contact the GFWC Executive Director.
- o Contribute your time as a WHRC volunteer! WHRC volunteers act as docents conducting tours of the building for individuals and groups of all sizes; provide assistance at special events; take part in WHRC service projects, including inventorying cataloging, rehousing materials, or even virtually volunteering on select archival projects. Contact the national GFWC WHRC Chairman for more information.

CELEBRATING OUR HERITAGE: PROMOTING THE PAST

- o Celebrate Women's History Month in March. Participate in the National Women's History Project's Adopt a School Program, sponsor educational speakers at your club event or in your community, or celebrate local women of significance. (See Resources)
- o Become involved in National History Day. Help history come alive in the classroom by sponsoring a student prize for the best research relating to women's history, particularly the history of women volunteers in GFWC. (See Resources)
- o Nominate prominent clubwomen to The National Women's Hall of Fame, which honors women who have made a significant contribution in a variety of fields. (See Resources)
- o Use GFWC's annual Federation Day celebration on April 24 as an opportunity to inform your community about GFWC history and its impact on women's history, and to promote club or state federation history projects.
- o History makes a great story! Publicize your club's efforts in preserving and promoting its history. Contact local media to share news about your club's efforts.





Women's History and Resource Center Program

RESOURCES

GFWC WOMEN'S HISTORY AND RESOURCE CENTER

1734 N ST NW | Washington, DC 20036-2990

P: 202/347-3168 | F: 202/835-0246 | W: www.GFWC.org/WHRC | E: WHRC@GFWC.org

The Women's History and Resource Center preserves and makes available GFWC's historical records for research, answers reference questions about GFWC's history, provides advice on preserving club archives and conducting WHRC-related programs, and offers special benefits to members of the Friends of the WHRC. For more information, contact the GFWC WHRC Director.

NATIONAL HISTORY DAY

University of Maryland | 0119 Cecil Hall | College Park, MD 20742

P: 301/314-9739 | F: 301/314-9767 | W: www.NHD.org | E: erikka@nhd.org

Contact: Erikka Washington

National History Day is a yearlong educational program designed to highlight history in the classroom. It culminates with a contest held every June. Prizes on various subjects can be sponsored by individuals and organizations.

NATIONAL TRUST FOR HISTORIC PRESERVATION

ATTN: National Trust Resource Center | 1785 Massachusetts AVE NW | Washington, DC 20036

P: 800/944-6847 | F: 202/588-6059 | W: www.NationalTrust.org | E: feedback@nthp.org

N'THP has developed information guides to help individuals and organizations with preservation projects.

Comprehensive guidelines on preserving a historic building and locating a historic building to purchase and restore is on the web at www.NationalTrust.org/Help/Downloads/HistoricBuilding.pdf (please note that you will need Acrobat Reader to view this document). It also includes a list of helpful preservation resources and information on how to obtain landmark status for historic buildings. Clubs should contact their State Historic Preservation Office and Statewide Preservation Partner to find out if any financial assistance or tax incentives are available at the state and local levels. Information on how to find the contact information for the SHPO and Statewide organization in your state is at www.NationalTrust.org/Help/Statewide_Org.asp. In addition, www.PreservationBooks.org provides information on publications that could be helpful in organizing and implementing a preservation project. Assistance in planning Preservation Month projects is at www.NationalTrust.org/PreservationMonth.

NATIONAL WOMEN'S HALL OF FAME

76 Fall ST, PO BOX 335 | Seneca Falls, NY 13148

P: 315/568-6060 | F: 315/568-2976 | W: www.GreatWomen.org | E: greatwomen@greatwomen.org

The National Women's Hall of Fame is a membership organization that was created in 1969. The mission of the National Women's Hall of Fame is "To honor in perpetuity those women, citizens of the United States of America, whose contributions to the arts, athletics, business, education, government, the humanities, philanthropy and science, have been the greatest value...." Each year, new nominees are submitted for consideration to be inducted into the Hall of Fame. Application procedures are available on the website.





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NATIONAL WOMEN'S HISTORY PROJECT

3440 Airway DR, STE F | Santa Rosa, CA 95403

P: 707/636-2889 | F: 707/636-2909 | W: www.NWHP.org | E: nwhp@aol.com

NWHP, the organization that created National Women's History Month, produces and distributes curriculum materials, posters and display materials, and videos on women's history. They also conduct conferences and teacher-training workshops for state departments of education, school districts, and workplaces. Request a free catalog online at www.NWHP.org. Their award-winning website serves as the national portal for information, resources, and materials on multicultural women's history.

SOCIETY OF AMERICAN ARCHIVISTS

527 S. Wells ST, 5th FL | Chicago, IL 60607

P: 312/922-0140 | F: 312/347-1452 | www.Archivists.org | E: info@archivists.org

Founded in 1936, the Society of American Archivists serves "the educational and informational needs of its members and provides leadership to help ensure the identification, preservation, and use of the nation's historical record." It assists both professional and volunteer archivists with the important task of preserving institutional records. The website offers a catalog of related publications and free online brochures, including "A Guide to Deeds of Gift" and "A Guide to Donating your Organizational Records to a Repository." In addition, the website provides a kit for promoting the work of archives during American Archives Month in October. The GFWC WHRC Director is a professional member of the Society of American Archivists.

AWARDS

CLUB

A \$50 award is given annually to one club in the nation whose GFWC Women's History and Resource Center project best exemplifies the WHRC's mission "to collect, preserve, interpret, and promote the history of the General Federation of Women's Clubs and women volunteers." The award is based on narrative reports. State chairmen should forward the winning state entry to the national GFWC Women's History and Resource Center Program Chairman by March 15 of each year.

STATE

GFWC certificates are awarded to one state federation in each membership category to recognize outstanding work in one or more areas of the GFWC Women's History and Resource Center Program. The award will be based on report narratives describing a specific project. Award presentations are made annually in honor of junior and general membership participation.

