



STATE OF INDIANA

Pamela J. Bennett, Director

Mitch Daniels, Governor

INDIANA HISTORICAL BUREAU

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September 17, 2010

Adam M. Horst, Director, State Budget Agency
212 State House
Indianapolis, Indiana 46204

Dear Mr. Horst,

The budget request for the Indiana Historical Bureau for the 2012-2013 biennium consists of four separate budget statements.

Two requests are for appropriated general fund monies:

- **1000/107350 – 14160** Bureau Operating
- **1000/410130 - 18208** Historical Marker Program

Two budgets are for dedicated funds that support Bureau programs and services:

- **6000/113200** - 44640 Publications/Education
- **6000/129300** - 45490 Historical Markers

Since the creation of this agency in 1915 as the Indiana Historical Commission to lead the celebration of the centennial of statehood in 1916, the basic mandate has been the same: to publish materials about Indiana history and to encourage the study of Indiana history. The implementation of that mandate has differed over the years, as the historical environment and technology have changed. Our mission remains, however, to preserve and present Indiana history, to promote the study of Indiana history, and to commemorate significant events and people in Indiana history—all for many different audiences in a variety of ways. A major goal for all that we do is to assure that our products reflect the best standards for research, using primary sources so that audiences of all kinds can be exposed to the excitement of using primary sources and to the challenges of studying and presenting accurate local and state history and its relationship to national and global history.

These functions and programs are carried out under the broad and specific mandates of our legislation and an Indiana Library and Historical Board policy: "The Bureau Director, with the concurrence of the Indiana Library and Historical Board, will plan and obtain funding for all operations and programs, seeking to establish partnerships that will enhance content, use of existing resources, and funding of programs and operations through combinations of services and appropriated, earned, and donated funds."

As the Organization Chart on page 8 indicates, the six employees—down from eight in August 2009—of the Historical Bureau are organized as one department. The director and each of the other five employees is involved in some degree in all functions of the agency; major functions are indicated.

The mandated State Historical Marker Program must be named the highest priority program because it encompasses our mandate, mission, and goals. State funds to support purchase of new markers—the most visible part of this program—are being reverted, but many markers are being, and will still be, installed using applicant provided funds. Our research products are placed on our website as part of a presentation that encompasses all elements of the program: images of the markers, dedications, our Adopt-a-Marker initiative to have volunteers (including young people) repaint markers, results of physical condition examinations of standing markers by

volunteers, and soon corrections to texts of standing markers that go back to 1947. Through this program, we are working with local and academic historians, teachers, students, and others on how to carry out primary source research in local history—also promoting the resources of other state entities, including the State Library and State Archives. Markers will be legacies of several major commemorations and events in the coming years—as they have been in the past.

Although elements of the Marker Program also constitute outreach and publication, our other major program is Outreach (including publications). The Outreach Program encompasses a variety of activities and initiatives; elements of this program are being postponed for future consideration.

The Governors' Portraits Program was transferred to the Indiana State Museum on July 1, 2009 as a result of legislation in 2009; our website will continue to present historical information about the collection.

Administrative functions

The several items that follow are grouped as administrative functions because they affect, enable, or govern all programs and responsibilities.

Book Shop – Although the Book Shop is a part of our Outreach Program, the revenue generated has—and will continue to—supported or replaced the non-personnel funding for the agency as appropriated funds have decreased. We are in the process of adding credit card capability and an online shop to help increase sales and revenue.

Human Resources—As staffing has decreased over the years, we have been able to attract talented and dedicated volunteers, who assist in or carry out elements of office and program needs to support staff. We also have had an IUPUI Public History intern—equaling a half-time position—for several years at a low cost; our interns have worked primarily on historical marker research and have been real assets.

Standards—As indicated previously, in all that we do, our goal is to reflect the highest standards for research and presentation of Indiana's history for all of our citizens.

Collaborations—Collaboration has been the model at the Historical Bureau for decades. We will continue participating in ongoing—and seek new— collaborative opportunities that allow for more cost-effective use of available resources in the delivery of programs and services. We strongly support the Collaborative History group—representatives of state agencies and some private organizations—which meets monthly for discussion of common needs and opportunities for collaboration; Jim Corridan, director of the Commission on Public Records, convenes the group.

Website: www.IN.gov/history—As is clear throughout this Overview, the Bureau website serves a crucial function in disseminating every program and activity, especially the delivery of resources. We have dedicated one professional position primarily to the website for that reason.

Program Measures

The program measures, reported by function below, have been approved by the Office of Management and Budget. The Key Performance Indicator agreed upon with OMB is one of the measures for the Outreach Program: the number of individuals reached by agency programs and services.

Marker Program:

Marker Program Objective - Maintain the physical condition of the over 500 state historical markers provided by the Historical Bureau starting in 1947 at a good/excellent level, working with volunteers through our Adopt-a-Marker program.

Measure – The physical condition of historical markers in the field will be good/excellent: green, 100-85%; yellow, 84-70%

--Starting in FY08, the IHB began a program to inspect or have inspected (and photographed) annually a minimum of 25% of the markers by region. The IHB will have unsatisfactory markers repaired as needed and when financially possible. This program is heavily dependent on local support for the surveys, the repair of markers, and notification of damaged/missing markers. Our Adopt a Marker program has been very successful; the concept was disseminated as a model by a professional in the state of Massachusetts to historical organizations throughout the state. Until completion of the first four year cycle in December 2011, the metric results will apply to the markers inspected in the current region Northern Region. The results so far are all in the “yellow” range. Following the completion of the first four year cycle of inspections of the over 500 markers installed in the state, the metric will apply to all markers in the state, based on the data reflected in the first four years, updated by the annual regional inspections.

Outreach Program:

Outreach Program Objective - Provide resources, research, and assistance to individuals, libraries, educational institutions/organizations at all levels, and historical societies in order to increase knowledge about and study of Indiana. We provide free resources via websites, public programs, collaborations with historical groups, work with schools and institutions of higher education, commemorative activities, our historical marker program, etc. We also sell materials in our Book Shop and online that extend the learning opportunities, and also provide a modest revenue stream to help us carry out these efforts.

Measure—Book Shop Revenue: The revenue from combined sales of the IHB Book Shop (on site, by telephone/email, and online) will increase annually as a result of increased traffic and sales generated by outreach, marketing, credit card use, and broader product selection.

– We have been maintaining good numbers, but we are anticipating increasing revenue increases with the addition of credit card use and an online store. We are raising our goals as a result, but conservatively to start.

Measure—Contacts: “IHB annually will increase the total number of contacts—individuals reached by programming that it sponsors or cosponsors (such as, public programs, workshops, exhibits, ceremonies, special initiatives, Book Shop, classes) and websites that it creates/manages.”

– We have had increasing numbers, especially because of our website numbers; we are in the process of setting higher goals for which to strive.

Historical Marker Program (1000/410130 – 18208; 6000/129300 – 45490)

The Indiana Historical Commission started marking Indiana's history in 1916; a marker program under the Bureau was mandated in 1981. The state format is the familiar large dark blue and gold markers with the state of Indiana outline in a hump at the top, used since 1947. It is a highly successful program, and is important as an element of local pride and interest in Hoosier history, as well as an important part of tourism efforts throughout the state.

The materials that we are now producing as a result of research on markers are based on primary source documentation and, often, correct inaccurate or incomplete information in secondary sources or provide additional evidence of state or national significance of a local topic. Dedications of markers demonstrate the local pride in markers that are received and provide welcome and expressed appreciation for this state service. The stamp of approval by state government and the quality of the research that is carried out make these markers respected and sought after. At present, we are generally not participating in dedication ceremony as a cost saving measure.

Historical Marker Program accomplishments and challenges in 2009 and 2010 and Objectives for the next biennium

The major challenge, of course, has been decreased funding and staff. As indicated previously under Human Resources, we have supplemented staff with volunteers and an intern. However, we are not setting new deadlines for applications for markers until we are able to see judge what our capacity is working with

applications accepted from the September 2009 deadline. Our website has been updated with more information about our process and timing for the convenience of interested persons.

We have been implementing the re-visioned marker program, which will achieve over time a more balanced history of Indiana reflected in the complete body of state historical markers, working with topics of local importance, which also have state and often national significance. In FY 10 and FY 11, we will begin a more extensive evaluation of results, progress, and needs.

There are over 500 standing state historical markers. State markers by law are state property, and maintenance of them is part of our statutory responsibility. We are completing the repair/maintenance component of our integrated marker database with images, so that we can track the condition of every state marker. This allows us to carry out more effectively our survey, repair, and maintenance program, working with local partners to fulfill our program measure.

The inspection of three-fourths of the markers in the state has been completed by local volunteers. By the end of 2011, the fourth region will be complete. So far, 70+ percent of the markers surveyed, are in good to excellent condition. We will be able to use the information in our database to estimate costs of repairs needed throughout the state, and more efficiently use available dedicated funding and seek matching funds from other sources.

New reports of damaged and destroyed markers are a continuing challenge. We try to address maintenance needs in a timely manner as funding allows, working with local organizations and individuals. We have been very aggressive in seeking out people to work with repairs we know about. We have also been aggressive in addressing the new incidents that have come in from the field on a regular basis. The marker dedicated fund (6000/129300-45490) was established to help address repairs and maintenance; it is generally used to supplement local efforts in these situations. We will also continue to seek partners statewide in this activity. This obviously is a need that will continue into the future crossing many fiscal years.

In FY 09, we began to implement the policy of the Indiana Library and Historical Board to assure that state historical markers in the state, placed previously or installed in the future, will be supported with reliable sources, that accurate information will be presented in the texts of the markers and in any supporting documentation according to the goals and guidelines for the marker program.

A staff review procedure revealed that approximately 100 existing marker texts were possibly not in compliance with the new policy, and staff began implementing the follow-up research procedure. With staff reductions, we are making slow progress; will be posting corrections on our website.

Outreach Program (6000/113200 - 44640)

Bureau outreach and publications are often linked. Both are clearly at the heart of the Bureau's mandate and mission to the state and citizens of Indiana. The implementation of the broad mandate has focused on making resources for the study of Indiana's history available to students and adults through various means of publication and programming.

Important aspects of Historical Bureau programming include activities to commemorate mandated historical days (Statehood Day, Northwest Ordinance Day, George Rogers Clark Day) and other significant anniversaries; cosponsoring the County Historian program with the Indiana Historical Society; collaborations with educational institutions to reach teachers and students and bring Indiana history into the curriculum; collaborations to enhance the understanding of the importance of various peoples and topics in Indiana history, including American Indians, the Underground Railroad, women, and African Americans. We are now working with various state and private organizations to provide the research and a website for the implementation of a Black History Exhibit in the State House under HEA 1818 (2007).

Historical Bureau publications since 1916 have provided important documentary resources for the study of Indiana history. Our publishing now is mainly through our website (www.IN.gov/history). In addition, digital versions of many of our printed publications are widely available on our and various other websites. Our Historical Marker Program research now is a major source of information on topics in Indiana history and provides major opportunities for working with university teachers/students in history and education.

Outreach accomplishments and challenges in 2009 and 2010

and Objectives for the next biennium

Book Shop—Since it is a revenue source, the Book Shop is a high priority. We will continue inexpensive displays in the State Library Building lobby and book promotions to increase the number of people made aware of program emphases of the Bureau and the State Library, as well as increase revenue from the shop. Our sales have grown to an increasing number of Indiana libraries, a target audience. We have stopped holding regular book signing events—which produced revenue and knowledge of the Bureau—primarily because of staffing concerns.

Black History Exhibit, HEA 1818 (2007)—This bill mandated that the Historical Bureau work with the Department of Administration to implement the directive to place a permanent exhibit in the State House “commemorating the contributions of black citizens of Indiana.”

Moving forward from a document prepared for Legislative Services in 2008, IDOA and the Bureau formed a small coordinating committee to formulate and carry out a research plan. The Historical Bureau is leading this committee and carrying out extensive research. The committee has an extensive timeline on Indiana’s African American history as the basis for a project website and the State House exhibit. A design for this website will be completed through a collaboration with IUPUI. We are working with Herron School of Art, IUPUI on the design for the State House exhibit, to be installed in 2011. We will continue to maintain the website as part of IN.gov/history.

The project has an executive committee, which will help to identify additional sources of revenue to supplement any available state funding that is made available.

Encourage, and assist in, commemorations of events and people in Indiana history, encouraging interest and pride, bringing a clearer understanding of the past, and enabling modern Hoosiers—young and old—to gain perspectives for today and the future--For each of the three mandated commemorative days, we will continue to assure that there is an annual gubernatorial proclamation and co-sponsor appropriate events in the State House.

The annual December 11 Statehood Day ceremony has become a highly successful event with approximately 500 attendees; we will continue working with the multi-agency planning group in the future. We have continued to assure that proclamations are issued for Statehood Day, George Rogers Clark Day, and Northwest Ordinance Day. Working with the Supreme Court, we have had successful Continuing Legal Education (CLE) events for Northwest Ordinance Day in July; we will continue this activity in the future. It is low impact on staffing, and the Supreme Court obtains the funding needed.

We will continue to work with committees of the History Collaborative to help in planning appropriate commemorations of four upcoming anniversaries of people and events important in Indiana’s history—Battle of Tippecanoe (2011) and War of 1812 bicentennials, Civil War sesquicentennial (2011-2015), and bicentennial of statehood (2016). We are providing staff support for the Civil War subcommittee. A Bureau staff person attends the Vincennes statewide War of 1812 Committee meetings. The State Parks Centennial Committee in IDNR has started meeting—Bureau staff will monitor that committee in preparation for the 2016 subcommittee. We will also begin planning for the Historical Bureau’s centennial in 2015. The Civil War subcommittee has developed the model for the commemorative website that we are hosting, and we will continue to work with the committees and subcommittees.

The Abraham Lincoln Bicentennial Commission ended in 2009; we had a lead role in completing the Final Report of the Commission. We will continue to maintain the valuable materials on the Lincoln Commission website.

Educational programs and presentations for a variety of audiences about the rich history and diversity of Indiana—Bureau staff members have presented at several national and regional meetings, in addition to students and small groups. We were a cosponsor for the national Friends of the Network to Freedom conference in September 2009 in Indianapolis and co-hosted an evening tour on Indianapolis’ African American neighborhoods; also a staff member presented a paper. I and another staff member presented papers at the 2009 annual meeting of the American Association for State and Local History in Indianapolis. A staff member presented a paper at the

2009 meeting of the Indiana Association of Historians. As possible, we will continue to take advantage of such opportunities

Bureau Web publications remain on the Resource Connection for teachers but Indiana State University will now manage the site, previously offered by the Indiana Humanities Council.

We have continued to help plan and conduct an annual teacher workshop with the Indiana State Museum, Division of Historic Preservation (DNR), IUPUI, and the History Educators Network of Indiana; this collaboration has been put on hold because of fiscal and staffing concerns.

Work with the Indiana Council for History Education (ICHE), which seeks ways to improve history education in Indiana through collaborations among teachers, public historians, and academic historians and its subsidiary History Educators Network of Indiana (HENI) to provide more opportunities to enhance the place of history in Indiana school curricula. HENI is being developed as the action organization to enhance the teaching of history in the schools. This, of course, is important to the Bureau given its educational/outreach goals. We will continue to work with/support both ICHE and HENI and help to provide resources and opportunities for teachers to use history/Indiana history and improve historical research by teachers and students. We co-hosted the February 2009 Natural Heritage teacher workshop in Fort Wayne, cosponsored with these groups, and funded by a grant. These successful collaborations—and applications for grants for additional educational opportunities—will continue in FY 12 and 13 and beyond.

Work with college and university classes to enhance students' skills for local history research working with the Historical Marker Program and other Bureau initiatives and create additional opportunities for collaborations to enhance Bureau outreach—We will continue opportunities with IUPUI public history classes, but we postpone pursuit of opportunities with other colleges and universities to help students carry out historical research using primary sources. We have completed successful collaborations with the IUPUI Public History Program since 2008. These efforts have helped bring the instructors and the students to the State Library to recognize and use the resources there.

Although this model also has been presented with success in a high school history class, we will have to postpone pursuit of this approach as originally planned.

County Cemetery Commission Reports—This mandated responsibility to receive annual reports requires only a small amount of staff time and no additional funding. County Cemetery Commissions are required to send the reports to the Bureau, which is to make them available to the public. We publish them on the Historical Bureau website.

As a result of this mandate, we are working with the Division of Historic Preservation and Archaeology (DNR) to have an annual meeting for county cemetery commissions to help them in fulfilling their responsibilities. We will continue this work, helping to assure that these historical cemeteries are preserved and to encourage counties throughout the state to form commissions and care for their historic cemeteries.

We will also continue to promote the purchase of our Historic Cemetery signs that help to mark the value of these cemeteries for all citizens of Indiana. This initiative requires only a moderate amount of staff time and produces some revenue. There are now 197 signs marking cemeteries in 50 counties.

Co-sponsorship of the County Historian program with the Indiana Historical Society to assure that County Historians become even more effective in helping to achieve better communication and partnerships throughout the state—We continue to work with the Local History Office staff of the Historical Society regarding appointments and annual statewide meetings of the appointed County Historians, and we seek to involve County Historians in dissemination and gathering of information within Indiana's 92 counties. We continue to receive valuable help from many of these individuals in a variety of ways related to our programming. These successful relationships should continue. There is very minimal staff time and cost for the Bureau.

Natural Heritage of Indiana—We successfully completed work with WFYI (and others) on the four-part documentary based on the important 1997 book edited by Marion Jackson, *The Natural Heritage of Indiana*. We still manage the project website, and the DVD set of the programs now produces revenue from sales in our Book

Shop.

Program Reductions and Reallocations

Because of staff limitations we will be putting several outreach projects on hold:

- Additions to the Constitutional History Digital Collection with the Supreme Court, IUPUI Libraries, and the State Archives, which is providing constitutional resources for judges, lawyers, lawmakers, scholars, students, and others.

- Digitization of early Bureau publications not yet available in digital format, so that they can be readily available for free access by the public for research purposes.

- Additions to American Indian resources on the Bureau website so that over time we can provide a broadly representative body of information about Indians in Indiana history, including the primary-source-based history of the Delaware Tribe of Indians as part of an early collaboration including WFYI, IU Press, and the Delaware Tribe of Oklahoma.

- Expansion of the Women's History Trail materials on our website, except for the addition of State Historical Markers, several of which are in the pipeline.

- Creation and dissemination of models for researching Indiana history using primary sources available in repositories throughout the state and on the Internet— especially for important and complex topics such as Underground Railroad history, American Indians, and other diverse populations.

In closing, I want once again to commend my colleagues at the Bureau for their dedication in carrying out our programs and services with skill, pride, and good humor, fulfilling our high standards for quality and customer satisfaction.

Sincerely,

Pamela J. Bennett
Director

**Indiana Historical Bureau
Organization Chart**

Governor

Indiana Library and Historical Department
Indiana Library and Historical Board
(Indiana Code 4-23-7)
Updated 9/10

Indiana Historical Bureau
(IC 4-23-7.2)

Indiana State Library
(IC 4-23-7.1)

DIRECTOR - Pamela J. Bennett

Secretary 3 –
Office and Book Shop Manager – Matt Allison

History Education Specialist 4 –
Research & Acting Marker Program Manager; Marker Research Team lead – Dani Pfaff

History Education Specialist 4 –
Outreach/Education Manager; Marker Research Team – Paula Bongen

History Education Specialist 4 –
Website Manager – Jay Albertson

History Education Specialist 4 –
Graphic Arts and Design Manager; Marker Research Team – Jill Weiss

NOTE: All Historical Bureau employees carry out elements of the financial processes.

Staff from other agencies, who carry out major parts of IHB financials and payroll

J. Michael Degner, IDOA, Chief Financial Officer

Martha Jane Ringel, Indiana State Library

Monica Lang, Indiana State Library

Jim Corridan, Procurement Approver